

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Agenda**  
**March 18, 2021**  
**6:30 PM**

**NOTICE. MEETING MODIFICATION DUE TO COVID-19**

“Pursuant to the Governor’s Executive Orders, the Governor has made a disaster declaration in response to COVID-19. In accordance with 5 ILCS 120/7(e), the head of the public body has determined that an in-person meeting of all of the individual Board members under the Open Meetings Act is not practical or prudent. At least one board member will attend in person. Members of the public may continue to attend the meeting in-person or virtually. Public comment may be emailed to Executive Director Ron Oestreich [roestreich@bolingbrookparks.org](mailto:roestreich@bolingbrookparks.org) at least two hours prior to the scheduled meeting. Said email will be read by a representative of the Board at said meeting or otherwise placed into the record.

**Public (Zoom Meeting) Participation directions and link are located below**

1. Call to order
2. Roll call
3. Approval of Agenda
4. District Operations and Activities Update
5. Communication from the Public
6. Unfinished Business
7. New Business
8. Closed Session pursuant to 5 ILCS 120/2 (c) for the purpose of discussing:
  - (1) The employment, discipline and performance of specific employees.
  - (2) Collective negotiating matters.
  - (5) The purchase or lease of real property.
  - (6) The setting of a price for sale or lease of property.
  - (11) Pending or probable litigation.
  - (21) Approval or semi-annual review of closed meeting minutes.
9. Motion to adjourn

**Public Participation Instructions for Workshop Session:**

Join Zoom Meeting

<https://zoom.us/j/96652823092?pwd=UVFrc3BoOVE2R0FBY0dzMGQyVct0QT09>

Meeting ID: 966 5282 3092

Passcode: 445366

- **Please be sure to use your legal name.** Any use of inappropriate names may result in ejection from the meeting. Plan to join the meeting at least 5 minutes prior to start of meeting.
- **Items for Public Comment may also be emailed to [roestreich@bolingbrookparks.org](mailto:roestreich@bolingbrookparks.org) by 4:30 pm on 3/18/2021 to be read at the workshop during Communication from the Public.**

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center - Board Room**  
**Board Meeting Agenda**  
**March 18, 2021**  
**7:00 PM**

**NOTICE. MEETING MODIFICATION DUE TO COVID-19**

“Pursuant to the Governor’s Executive Orders, the Governor has made a disaster declaration in response to COVID-19. In accordance with 5 ILCS 120/7(e), the head of the public body has determined that an in-person meeting of all of the individual Board members under the Open Meetings Act is not practical or prudent. At least one board member will attend in person. Members of the public may continue to attend the meeting in-person or virtually. Public comment may be emailed to Executive Director Ron Oestreich [roestreich@bolingbrookparks.org](mailto:roestreich@bolingbrookparks.org) at least two hours prior to the scheduled meeting. Said email will be read by a representative of the Board at said meeting or otherwise placed into the record.

**Public (Zoom Meeting) Participation directions and link are located below**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of:
  - A. Monthly Board Workshop Meeting Minutes of February 18, 2021
  - B. Monthly Board Meeting Minutes of February 18, 2021
6. Correspondence from the Public
7. Communication from the Public
8. Attorney’s Report
9. Leadership Team Report
10. Treasurer’s Report
  - A. Approval of Disbursements – approval of payment of bills including travel reimbursement in the amount of \$446,962.21, subject to audit.
11. Committee Reports
  - A. Administration and Personnel – **Commissioner Vastalo**
    - *Motion to approve Ordinance 21-03 approving amendment to the BPD Operations Manual.*
    - *Motion to approve Ordinance 21-04 approving amendment to the BPD Personnel Policy Manual.*

- B. Finance and Technology – Commissioner McCloud
  - *Motion to approve Resolution 21-10 approving Requisition #REQ0004041 in the amount of \$128,795.69 for Cisco switch upgrade through Mindsight.*
  - *Motion to approve Resolution 21-11 approving Requisition #REQ0004049 in the amount of \$7,720 for actuarial services through Lauterbach & Amen, LLP.*
  
- C. Buildings, Grounds, and Natural Resources – Commissioner Allen
  - *Motion to approve Resolution 21-07 awarding a contract in the amount of \$118,773.50 to Hacienda Landscaping for Drafke and Plimmer Parks playground replacement, including all three alternatives (Minooka, IL).*
  - *Motion to approve Resolution 21-08 award a contract in the amount of \$130,818.00 to Hacienda Landscaping for Ivanhoe and The Forest playground replacement, including all four alternatives (Minooka, IL).*
  - *Motion to approve Resolution 21-09 approving a contract to Pavement Systems, Inc. in the amount of \$28,343.00 for seal coating asphalt pavement 2021 (Pavement Systems, Inc., Blue Island, IL).*
  - *Motion to approve Ordinance 21-02 approving agreement with Kids Around The World in regard to removal of playground equipment at Century Park, Drafke Park and the Forest Park.*
  
- D. Recreation and Facilities – Commissioner Hix
  - Recreation Division: (Dance, Gymnastics, REACH, Athletes, Events)
  - Facilities Division: (Pre School/Day Camp, Adults, Fitness, Aquatics, Museum)
    - *Motion to approve License Agreement between the Bolingbrook Park District and Sheridan LLC d//b/a Bee All About It.*
  
- E. Marketing – Commissioner Andrews
- F. Golf Course and Ashbury’s – Commissioner Andrews
- G. NWCSRA – Commissioner Andrews
  
- 12. Unfinished Business
- 13. Comments from the Public
- 14. New Business
- 15. Announcements
- 16. Closed Session pursuant to 5 ILCS 120/2 (c) for the purpose of discussing:
  - (1) The employment, discipline and performance of specific employees.
  - (2) Collective negotiating matters.
  - (5) The purchase or lease of real property.
  - (6) The setting of a price for sale or lease of property.
  - (11) Pending or probable litigation.
  - (21) Approval or semi-annual review of closed meeting minutes.
- 17. Adjournment

18. Citizens' Guide to Addressing the Park Board:

Anyone wishing to speak under the agenda item entitled "Comments from the Public" shall adhere to the following guidelines:

1. A person shall be permitted to speak upon being recognized by the chairperson. Please stand (if possible), announce your name and address before commencing. All comments under COMMENTS FROM THE PUBLIC are limited three (3) minutes, and each person shall only be permitted to speak once.
2. All speakers shall address their comments to the chairperson. The chairperson may request that the appropriate member of the Park Board or staff respond to the comment.
3. The chairperson shall preserve order and decorum. The chairperson shall decide all questions of order.
4. When addressing the Park Board, members, administrative officers and other persons permitted to speak shall confine their remarks to the matter at hand and avoid personal remarks, the impugning of motives, and merely contentious statements. If any person indulges in such remarks or otherwise engages in conduct injurious to the harmony of the Park Board and the meeting, the chairperson may immediately terminate the opportunity to speak. This decision is at the discretion of the chairperson or upon the affirmative vote of two-thirds ( $\frac{2}{3}$ ) of the park board commissioners present. Any person, except a member of the Board, who engages in disorderly conduct during a meeting, may be ejected from the meeting upon motion passed by a majority of the Board present.
5. Please do not repeat comments that have already been made by others.

### **Public Participation Instructions for Regular Board Meeting**

Join Zoom Meeting

<https://zoom.us/j/96652823092?pwd=UVFrc3BoOVE2R0FBY0dzMGQyVCt0QT09>

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- **Items for Public Comment may also be emailed to [roestreich@bolingbrookparks.org](mailto:roestreich@bolingbrookparks.org) by 4:30 pm on 3/18/2021 to be read at the workshop during Communication from the Public.**



**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Workshop Meeting Minutes**  
**February 18, 2021**

President Vastalo called the meeting to order at 6:30pm. Roll call: McCloud, Andrews, Hix, Allen, President Vastalo.

Motion Commissioner Vastalo, second Commissioner Hix to approve agenda as submitted. Roll call: Ayes: Hix, Andrews, McCloud, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

**District Operations and Activities Update**

Executive Director Ron Oestreich reviewed the following Resolutions:

- Approve Resolution 21-06 approving Requisition #REQ0003856 in the amount of \$69,316.34 for Cisco Smartnet renewal through Mindsight. Debbie Chase, Director of Business and Technology explained Mindsight provides services to support the district's firewall, routers, switches and desk phones. This is a three-year agreement saving the district \$25,000.

*Commissioner Hix asked: What is the rationale for offering the savings? Chase said they have offered this every year, but this year it was a significant amount and worth looking into. Hix said this is very worthwhile.*

- Motion to approve Resolution 21-03 awarding a contract in the amount of \$89,809.00 to Hacienda Landscaping for the 2021 ADA Paving Improvements Project, including Alternate #1 (Minooka, Illinois).
- Motion to approve Resolution 21-04 authorizing purchase of playground equipment for Plimmer and Drafke Parks from NuToys (LaGrange, IL).
- Motion to approve Resolution 21-05 authorizing purchase of playground equipment for Ivanhoe and The Forest Parks from Imagine Nation (Westchester, IL).

The Board had no questions or comments.

**Personnel Policy and Operations Manual Updates**

Debbie Chase, Director of Business and Technology explained to the Board the Personnel Policy Manual and Operations Manual updates. Updates will come before the Board for approval next month.

**Actuary Services**

Chase said next month Tricia Dubiel, Superintendent of Business and Finance will be presenting a work shop for a four-year agreement for an external audit process that handles our GASB 74/75 which requires the district to have an actuary evaluation completed for OPEB (Other Post-Employment Benefits). These benefits are related to health insurance.

The Board had no questions.

### **Projects Updates**

Christ Corbett, Superintendent of Projects and Planning reported he will have the following ordinance and resolutions for board approval at the March meeting:

- Ordinance: Kids Around The World for playground equipment removal.
- Resolution: Ivanhoe and The Forest parks playground replacement & installation
- Resolution: Drafke and Plimmer parks playground replacement & installation
- Resolution: Sealcoating asphalt pavement 2021

The board had no questions.

### **Recreation Programming**

Kai Wahlgren, Superintendent of Recreation reported:

- Christy Sorenson is now overseeing Preschool and Early Childhood programs, Concerts, Visit Your Local Parks, Library Events.
- Ryan Kertson is now overseeing the REACH extended care program and Athletics
- Laney Hauptert – Gymnastics/Cheer/Ninja, Teen programs, Theatre programs
- Dance Manager – received over 30 applications and interviews will begin next week.
- Kai Wahlgren – overseeing the Day Camp program. Camp is moving back to BRAC this year.

The Board had no questions.

### **Pelican Harbor Outdoor Pool**

John Chase, Superintendent of Facilities reported:

- Open Memorial Day weekend. Close pool August 22 after VVSD goes back to school.
- Last year limited to residents only, this year open to residents and non-residents.
- Schedule: M-Thurs – open front half of park only. Saturday and Sunday open the entire park. Lazy River will be reservation only for social distancing purposes.
- Admission Fees – M-Thurs. (\$7 RES., \$10 NR), Fri. thru Sun. (\$10 RES, \$17 NR). Prepaid reservations will be required for limited capacity.
- Limited walk ups.
- Bringing back Pelican Passes. Early Bird pricing for everyone (\$55 RES, \$65 NR).

The Board had no questions.

### **Communication from the Public**

None

### **New Business**

None

### **Closed Session**

None

**Adjournment**

Commissioner Vastalo made a motion to adjourn from the Work Shop Meeting at 6.49pm.

Commissioner Hix seconded. Roll call: Ayes: McCloud, Hix, Andrews, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

**Minutes Verification Signature**

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**Bolingbrook Park District Board Secretary  
Denise Allen**

**BOLINGBROOK PARK DISTRICT**  
**Annerino Community Center – Board Room**  
**Board Meeting Minutes**  
**February 18, 2021**

Commissioner Vastalo called the meeting to order at 7:00pm. Roll call: McCloud, Andrews, Hix, Allen, President Vastalo.

President Vastalo began the meeting with the Pledge of Allegiance.

Motion Commissioner Vastalo, second Commissioner McCloud to approve the agenda. Roll call: Ayes: Hix, McCloud, Andrews, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

Motion Commissioner Vastalo, second Commissioner Allen to approve the following meetings:

- Monthly Board Work Shop Meeting Minutes of January 21, 2021
- Monthly Board Meeting Minutes of January 21, 2021

Roll Call: Ayes: Andrews, McCloud, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

**CORRESPONDENCE FROM THE PUBLIC**

None

**COMMUNICATION FROM THE PUBLIC**

None

**ATTORNEY'S REPORT**

Katherine Gibbons of Tressler, LLC reported President Biden's American Rescue Plan is now in front of the house and the part that will most impact the park district is the expansion of the Family First Coronavirus Response Act (FFCRA). More information to follow.

On January 29, 2021 OSHA came out with a new guidance on workplace safety during COVID-19 and they suggested everyone develop a COVID-19 Prevention Program.

**LEADERSHIP TEAM REPORT**

Executive Director Ron Oestreich said Justin Waters, Marketing and Communications Manager wrote an article *Maintaining Relevancy When the Floor Falls Out*. The article appeared the November/December edition of the IPRA Magazine. Oestreich said Justin has a talent for writing.

Received a Thank You letter from Marilyn Sanders, the Chicago Regional Director of the US Census Bureau stating Bolingbrook Park District is a value member of the 2020 Census Bureau.

Oestreich announced the district received a check for \$200,000 from the Illinois State Comptroller's office for the OSLAD project for Century Park. We receive 50% up front and the other 50% later.

President Vastalo read a Citation of Retirement for Angie Newberry, Operations Assistant with the Buildings and Grounds Department. Angie was unable to attend, but sends much thanks and appreciation. Angie will remain with the Park District in a part-time position.

### **TREASURER'S REPORT**

Commissioner Hix made a motion for the payment of bills including travel reimbursement in the amount of \$653,346.49, subject to audit. Commissioner Allen seconded. Roll call: Ayes: McCloud, Andrews, Hix, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

### **COMMITTEE REPORTS**

**Administration and Personnel** – Commissioner Vastalo reported:

- There were 3 audits and they all balanced.
- The Park District is continuing to operate as efficiently as possible. Difficult decisions that were implemented in 2020 are continuing in 2021 due to the ongoing pandemic. Vastalo said everyone has been doing an excellent job. Vastalo thanked everyone.

**Finance and Technology** – Commissioner McCloud reported:

- Each year the District purchases support services for our Cisco equipment that includes critical network firewalls, routers, and switches. The agreement provides 4-hour hardware replacement for critical components, allowing for the district to quickly recover from network hardware outages. This agreement also provides support for other non-critical equipment, providing next day replacements when necessary. Mindsight is our Cisco support vendor who provides these support services for the district. This year, a 3-year agreement has been selected due to the significant savings Mindsight provided.

*Commissioner McCloud made a motion to approve Resolution 21-06 approving Requisition #REQ0003856 in the amount of \$69,316.34 for Cisco Smartnet renewal through Mindsight. Commissioner Allen seconded. Roll call: Ayes: Andrews, Hix, McCloud, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0*

**Buildings, Grounds and Natural Resources** – Commissioner Allen reported:

- The 2021 ADA transition plan included work to the trailhead for DuPage River Greenway at Royce Road, concrete work at Winston Woods, asphalt work at Hidden Lakes and concrete work at Indian Boundary Park. On February 4, 2021 of the eighteen (18) contractors that picked up bid packets, six contractors submitted bids. The low bid of \$89,809.00 was provided by Hacienda Landscaping. There was an alternate bid (#1) for stamped concrete for the wedding aisle at Winston Woods Park. Hacienda Landscaping alternate bid was \$3,000 to which the Park District is accepting as well.

*Commissioner Allen made a motion to approve Resolution 21-03 awarding a contract in the amount of \$89,809.00 to Hacienda Landscaping for the 2021 ADA Paving Improvements Project, including Alternate #1 (Minooka, Illinois). Commissioner Andrews seconded. Roll call: Ayes: Hix, McCloud, Andrews, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.*

- The 2021 work plan called for replacement of five (5) playgrounds. One of the replacements is part of the OSLAD Grant Project at Century Park. Upland Design designed Plimmer and Drafke playgrounds using Landscape Structures equipment. After the Sourcewell discount, the District received a savings of 6% for each Plimmer and Drafke parks.

*Commissioner Allen made a motion to approve Resolution 21-04 authorizing purchase of playground equipment for Plimmer and Drafke Parks from NuToys (LaGrange, IL). Commissioner McCloud seconded. Roll call: Ayes: Hix, Andrews, McCloud, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.*

- Upland Design designed Ivanhoe and The Forest parks playgrounds using Playworld equipment. After the Sourcewell discount, the District received a savings of 22% for Ivanhoe and 23% for The Forrest.

*Commissioner Allen made a motion to approve Resolution 21-05 authorizing purchase of playground equipment for Ivanhoe and The Forest Parks from Imagine Nation (Westchester, IL). Commissioner Andrews seconded. Roll call: Ayes: Andrews, McCloud, Allen, Hix, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.*

- Staff has been busy pushing, shoveling and moving snow in district parking lots as well as the parks. Commissioner Allen thanked the staff because it provides a place to take her dogs for some much needed time outside. Allen said Indian Boundary has been fantastic.

**Recreation & Facilities** – Commissioner Hix thanked staff for all the hard work trying to figure out how to engage the community while still following all the guidelines that are thrust upon us. The start up of in person activities is very healthy. Hix thanked staff for their effort.

Commissioner Andrews said she feels the same way and the board is behind staff 100%.

**Marketing** – Commissioner Andrews reported:

- The park district is incentivizing people to sign up for a free tour of the renovations at the Bolingbrook Recreation & Aquatic Complex. All they have to do is take a tour and fill a form out telling us what they're looking forward to in 2021. The promotion runs February 1-28, with the winners being selected March 1.
- The district-wide marketing plan has been updated for 2021 to focus on the recovery of programs and services, as well as incorporating feedback from the community-wide survey.
- The digital program guide featuring March, April and May programs was released on January 25. This is the last shortened guide. The next guide will feature all summer programs and will be released on April 26.
- The second printed Bolingbrook Park District Newsletter was sent to households the first week of February. Articles include information about:
  - Tour BRAC, Win Cash Promotion
  - BRAC Renovation Project Pictures
  - Hidden Lakes Long-Term Plan
  - Pelican Harbor Lifeguards earning 5-Star Honors
  - Elder Angel Project Recap
  - REACH Program

**January Social Media & E-Mail Marketing Statistics:**

- Total Fans (Facebook, Instagram, and Twitter): 18,169
- Total Engagement: (The sum of reactions, comments and shares): 1,849
- Total Page Content Clicks: (The number of times people clicked on a post): 3,399
- Total E-Mail Database Contacts: 15,825

**Design work completed in January**

Brochure Pages Designed	81
Digital Assets	23
Print Materials Created	19
Photos Edited	717

Commissioner Andrews said the Customer Care Team has done a great job adapting and adjusting with all the changes required due to the various phases we are in. Total transactions in January were \$20,354.37.

**Golf Course & Ashbury's – Commissioner Andrews reported:**

- Overall January revenue for Ashbury's was under budget by \$15,500 (-27%). January saw the continuation of Tier 3 COVID-19 mitigations. The good news is that we are now in Phase 4, which allows 50% capacity in the bar, restaurant, and banquet areas.
- The following events and specialty evenings are planned:
  - February 20 – Country Music Night and Frost Bite Open (68 golfers prepaid)
  - Friday Night Fish Fry
  - February 27 – Comedy Night

**NWCSRA - Commissioner Andrews reported:**

- Because of the unique nature of our participants, NWCSRA has been working with Will County Department of Public Health officials to provide COVID-19 vaccinations to the staff of our Adult Day Program. Registration numbers for the Adult Day Program have been strong.
- NWCSRA hired Carrie Henry for the Athletics Coordinator position.
- NWCSRA recently completed a 360-degree marketing assessment process with Impact/ES99. The goal of the assessment is to more thoroughly understand our current marketing resources, strengths and weaknesses, establish priorities, and position ourselves to create a marketing plan that will update our brand and develop enhanced strategies to meet the current and future needs of our participants and member agencies.

**UNFINISHED BUSINESS**

None

**COMMUNICATIONS FROM THE PUBLIC**

None

**NEW BUSINESS**

None

**ANNOUNCEMENTS**

None

**CLOSED SESSION**

None

**ADJOURNMENT**

Motion Commissioner Vastalo, second Commissioner Andrews to adjourn from the regular board meeting at 7:25pm. Roll call: Ayes: Andrews, Hix, McCloud, Allen, President Vastalo. Nays: None. Absent: None. Motion passed 5/0.

**Minutes Verification Signature**

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**Bolingbrook Park District Board Secretary  
Denise Allen**



# ADMINISTRATION AND PERSONNEL

## ***Diversity [IPRA Safe Zone Conversation]***

- Bolingbrook Park District full time staff, key permanent part time staff, and several board members will be participating in an Illinois Parks and Recreation Association (IPRA) sponsored training titled Safe Zone Conversation. This event is simply defined as civil dialogue amongst a group of people purposely engineered to discuss human topics that can be deemed sensitive, uncomfortable, or complex in nature. We are beginning to see more of our staff and professionals in our field discuss racism, acknowledge vulnerabilities, and listen to others with different perspectives. This is a wonderful program that BPD Administration feels will be educational and beneficial for our staff who work with so many people internally and externally in our diverse community.

## ***Operations Manual and Personnel Policy Manual Updates***

### ***Cyber Security Policy***

- They Cyber Security Policy serves as a set of instructions, designed to help the Bolingbrook Park District prepare for, detect, respond to, and recover from network security incidents. The Incident Response Plan outlines the phases of the plan. The Incident Response Form collects information and evidence as a part of the incident response and resolution, creating an authoritative record of the incident and actions taken.

### ***Grant Accountability and Transparency Act (GATA)***

- As a result of requirements of the Grant Accountability and Transparency Act, the following three Operations Manual and Personnel Policy Manual updates are recommended:
  - Grant Management Policy
    - In order to maintain grant eligibility, we are required to have a Grant Management Policy. We have also developed a grant management process to track all necessary information as well as training to ensure we meet all required aspects of GATA.
  - Purchasing Policy Recommendations
    - Updates under Bidding Procedures
      - Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured
      - Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals
    - F. Conflicts of Interest section added
  - Personnel Policy Manual Update
    - Section 6-6 Reporting Concerning Improper or Unsafe Behavior updated
    - Section 6-12, Workplace Ethics, Workplace Wrongdoing, and Whistleblower Protection added

***Staff Recommendation: Approve Ordinance 21-03 approving amendment to the BPD Operations Manual.***

***Staff Recommendation: Approve Ordinance 21-04 approving amendment to the BPD Personnel Policy Manual.***

# FINANCE AND TECHNOLOGY

## Requisition Approvals

### *Cisco Switch Upgrade*

- The District's network switches are end of life in 2021. Network switches are a critical part of the infrastructure that delivers services to the phones and desktops throughout the District. (Projected savings = \$18,134.19.)

*Staff Recommendation: Approve Resolution 21-10 approving Requisition #REQ0004041 in the amount of \$128,795.69 for Cisco switch upgrade through Mindsight.*

### *Actuarial Valuation Services*

- As a part of the annual external audit process, GASB 74/75 requires the District to have an actuarial valuation completed for OPEB, which is Other Post-Employment Benefits. These benefits are related to Health Insurance that a former employee can participate in through COBRA or retirees who can elect participation in continued coverage of medical and dental insurance. The reporting follows a biannual timeline, full report in first year and limited report in the second year. Due to the biannual timeline and the documentation required to establish services with a firm, a 4-year agreement is recommended. From the proposals received, Lauterbach & Amen is recommended for actuarial services.

Lauterbach & Amen	\$2,840	\$ 910	\$3,010	\$ 960
Foster & Foster	\$3,500	\$1,500	\$3,600	\$1,545
MWM Consulting Group –	no proposal submitted			

*Staff Recommendation: Approve Resolution 21-11 approving Requisition #REQ0004049 in the amount of \$7,720 for actuarial services through Lauterbach & Amen, LLP.*

## Finance

### *Pass Membership Restart*

- In January, fitness memberships restarted, and the first billing takes place on March 1. As of March 1, aquatics memberships restart with the first billing scheduled for April 1. The Business and Technology team has been hard at work to ensure all pass sales processes and future billing will flow properly with the restart.

### *Statistics*

- 133 journal entries processed for December
- 77 refunds processed
- 72 support tickets completed

# BUILDINGS, GROUNDS & NATURAL RESOURCES

## Approvals

### ***Drafke / Plimmer Parks Playground Replacement***

- Bids went out on Monday, February 8 for replacement of playgrounds. Both playgrounds replacements are anticipated to begin in April with completion by the end of June.

On February 25, seven contractors submitted bids. The low bid of \$118,773.50 was provided by Hacienda Landscaping. Hacienda Landscaping has performed similar jobs for the Park District in the past with outstanding results. The project budget by Upland Design for install was \$154,190. (Projected savings = \$35,416.50)

The recommended bid price includes accepting all three alternates. Alternate #1 is wood surfacing at Drafke, alternate #2 is drainage at Drafke and alternate #3 is wood surfacing at Plimmer Park.

#### Bid Summary (Base Bid & Alternates)

Hacienda Landscaping	\$118,773.50
Innovation Landscape, Inc.	\$129,991.40
D&J Landscape	\$139,019.75
Integral Construction	\$153,414.00
George's Landscaping, Inc.	\$163,161.30
The Kenneth Co.	\$183,533.80
Landworks Limited	\$232,915.95

*Staff Recommendation: Approve Resolution 21-07 awarding a contract in the amount of \$118,773.50 to Hacienda Landscaping for Drafke & Plimmer Parks playground replacement, including all three alternates (Minooka, Illinois)*

### ***Ivanhoe / The Forest Parks Playground Replacement***

- Bids went out on Monday, February 8<sup>th</sup> for replacement of playgrounds. Both playground replacements are anticipated to begin in April with completion by the end of June.

On February 25, 2021, six contractors submitted bids. The low bid of \$130,818.00 was provided by Hacienda Landscaping. Hacienda Landscaping has performed similar jobs for the Park District in the past with outstanding results. The project budget by Upland Design for install was \$176,283.90. (Projected savings = \$45,465.90)

The recommended bid price includes accepting all four alternates. Alternate #1 is wood surfacing at Ivanhoe Park, alternate #2 is painting of the pavilion at Ivanhoe, alternate #3 is wood surfacing at The Forest Park, and alternate #4 is painting of the pavilion at The Forest.

Bid Summary (Base Bid & Alternates)

Hacienda Landscaping	\$130,818.00
Innovation Landscape, Inc.	\$142,171.38
D&J Landscape	\$149,091.21
Integral Construction	\$165,092.00
George's Landscaping, Inc.	\$180,106.00
Landworks Limited	\$213,067.00

*Staff Recommendation: Approve Resolution 21-08 awarding a contract in the amount of \$130,818.00 to Hacienda Landscaping for Ivanhoe & The Forest playground replacement, including all four alternates (Minooka, Illinois)*

***Sealcoating of Asphalt Pavement***

- The 2021 work plan included funds to seal coat asphalt pavement in three parks, added pickleball courts at Central Park and the entire BRAC / Pelican Harbor parking lot.

Out of the nine contractors that picked up bid packets, seven (7) contractors submitted bids for the bid opening on Thursday, February 25. The low bid of \$28,343.00 was provided by Pavement Systems Inc. Pavement Systems completed similar work in 2020 with outstanding results for the District. The work is scheduled to commence as early as May 3, but be completed no later than September 30<sup>th</sup>. The Superintendent of Projects & Planning pre-bid estimate was \$33,500. (Projected savings = \$5,155)

Bid Summary

Pavement Systems Inc.	\$28,343.00
Patriot Pavement Maintenance	\$31,050.00
Hastings Asphalt Services	\$35,383.39
Professional Paving & Concrete	\$39,992.00
Advantage Paving Solutions	\$46,929.46
Rose Paving, LLC	\$50,275.03
Murphy Construction	\$51,099.00

*Staff Recommendation: Approve Resolution 21-09 approving contract to Pavement Systems, Inc. in the amount of \$28,343.00 for seal coating asphalt pavement 2021 (Pavement Systems, Inc., Blue Island, IL)*

***Kids Around the World Playground Equipment Removal***

- Kids Around the World (KATA) is a not-for-profit corporation registered in Illinois that removes playgrounds at their expense (as donation by the owner) to send equipment to locations all over the world for children in underprivileged areas.

KATA has agreed to remove equipment at Century, The Forest and Drafke Parks. Removal of equipment saves the Bolingbrook Park District money on not having to bid the removal of equipment or require in-house removal. (approximate savings of roughly \$5,000 per playground)

*Staff Recommendation: Approve Ordinance 21-02 regarding agreement with Kids Around The World in regard to removal of playground equipment at Century Park, Drafke Park and The Forest Park. (Rockford, Illinois)*

## **Buildings, Grounds, and Natural Resources Update**

### ***Save the Date Arbor Day Tree Planting***

- The Bolingbrook Beautification Committee is planning to continue the tradition of planting a tree for Arbor Day. This year a white oak will be planted near the pond on the north side of the parking lot at the Bolingbrook Recreation and Aquatic Complex. The date is Saturday, April 24 at 10:00am.

### ***Congratulations to Dan Finn, Natural Resources, Horticulture, and Turf Manager***

- Dan Finn, current Horticulturist at the Bolingbrook Park District, has been promoted to the NRHT Manager. Dan has been with the Bolingbrook Park District since March 2019. Dan is a Certified Prescribed Burn Manager, an ISA Certified Arborist, and holds an Illinois Pesticide Applicator License. Dan will continue to work out of the Buildings and Grounds Facility. Dan's mentor will be Tina Simpson, Accounting Supervisor. Congratulations Dan!

### ***Farewell to Josh Hill, Turf Crew Leader***

- Josh Hill has been with the District a little over two years. Most recently Josh has been Turf Crew Leader. He has accepted a position with the Naperville Park District to oversee the Nike Park Athletic fields.

### ***Spring Preparations***

- Staff has been busy jumping right into the clean-up from the winter snow storms – both repairing turf areas and removing the debris in the parking lots. The team continues to repair and repaint the welcome to the park signs, and has made repairs and repainted the players benches for Wipfler Park and Indian Boundary Park.

### ***Playground Removals***

- As part of the Capital Asset Replacement Plan and referendum, playground removals will be completed in house later this month at Plimmer Park and Ivanhoe Park. We will work in coordination with the installation contractor to reduce down time at the sites.

## **Project Updates**

- OSLAD Grant at Century Park bids went out on Monday, March 8. Bid opening is set for Thursday, April 1 at 9:00am.
- ACC Asphalt Pavement bids will go out on Monday, March 15. Bid opening is set for Thursday, April 1 at 10:00am.
- BRAC Aerobics Room Flooring will be replaced starting the week of March 22. This is a full replacement of the 26-year old original hardwood floor. Flooring is being changed to a rubberized vinyl bounce floor that is better designed for both our aerobics and dance offerings.

# RECREATION AND FACILITIES

## *Recreation Division*

### *Pre School / Early Childhood / Day Camp*

- Preschool in person learning continues. Valley View School District graciously contacted the Bolingbrook Park District and asked if our preschool teachers wanted to be placed on the voluntary list for a Covid-19 vaccine. A number of our preschool teachers were called and will be getting their second dose in mid-March.
- The preschool lottery for the 2021-2022 school year will be processing 33 new enrollees to the preschool program and 50 previous enrollees either in person or who chose not to learn in person are coming back to preschool for the next school year.

### *Early Childhood*

- All Early Childhood Programs are back up and available for registration in the April – May program dates.

### *Dance*

- BPD DanceForce Company competed in the KAR Dance Competition on February 27 in Lake Geneva and took home MANY awards. 19 to be exact, ranging from 1<sup>st</sup> Overall Dance, to Most Entertaining, to Most Photogenic. They were also recognized as the studio displaying the most studio spirit, enthusiasm and exceptional sportsmanship throughout the competition.
- DanceForce will be competing in the Nextstar Competition in Oswego, IL on Saturday, March 13. Good luck to all of our dancers.
- The DanceForce concert that is normally held in February will be held Saturday, March 27 and Sunday, March 28 from 1:00-3:00pm each day. **The concert will be held at the Village of Bolingbrook Performing Art Stage.** Weather permitting, the stage doors will be open and both concerts will be broadcast live on the village Facebook page. Final details will be shared once available. Thank you to the Village of Bolingbrook for partnering with us!
- Staff is in the final planning phase for the May Concert to be held at the Village of Bolingbrook Performing Arts Stage. The tentative dates are planned for May 22 and May 23. Final details will be shared once available.

## ***Gymnastics/Cheer/Ninja and Theatre***

- Currently there are 30 Gymnastics/Cheer/Ninja classes running with 189 participants. 20 of the classes and 122 of participants are in gymnastics which is double from the previous session. Ninja has 11 classes with 60 participants. Cheer has one class with 7 participants.
- Theatre: Rehearsals for “When Bad Things Happen to Good Actors” have been taking place at the Annerino Multipurpose Room. The production is planned to go up in person in May.

## ***Youth Athletics & Martial Arts***

- The March – April spring session for youth athletic programs has substantial enrollment. These programs are in-house opposed to previously contracted. There are 62 participants enrolled in 8 programs. With bringing these programs in-house, the net revenue margin is 60% compared to 35% when these programs were previously contracted. The current martial arts programs will conclude end of March. Enrollment for spring session is currently open.

## ***Adult Athletics***

- The Adult Volleyball League is running with 8 teams in one division. The season will conclude the last Thursday in April. Registration for the Adult Men’s Flag Football League is open and currently at 8 teams. The season is scheduled to begin Sunday, March 21.

## ***REACH***

- REACH has been operating out of the Annerino Community Center. Registration has been steady adding 1-2 new students every two weeks. The current plan is to continue to operate this way until registration warrants returning to the schools. The anticipated time to return to the schools is when students resume in-school 5 days per week.

# *Facilities Division*

## *Fitness*

### *Members Impressed*

- Members and guests continue to be very impressed with the new design of the fitness center. Eighty-two guests made a reservation through the district's website and an additional 20+ dropped in for a tour through the month of February.

### *Memberships*

- February recorded 28 new membership and 32 renewals. Staff is expecting these numbers to continue to increase as the promotional period for existing members came to an end on March 1 and has been seeing growth since that date.

### *Rockin' Red ZUMBA*

- Lifestyles in-person event, Rockin' Red ZUMBA, took place on February 19. Instructors and staff hosted the maximum of 16 total registrations. Instructors and participants were very happy to be back in-person. Participants danced the night away and received a "throwback" Lifestyles water bottle before leaving.

### *Group Exercise*

- Group exercise visits totaled 815 for February, compared to 733 for January.
  - Lifestyles began Hybrid classes on February 15.
  - Hybrid classes are offered both in-person and virtually, giving members the option on which format they prefer and an opportunity to grow individual class sizes while controlling expense.

### *Visits*

- 3,205 visits were recorded in February, recording 1,189 more visits than the previous month! Outstanding news out of Lifestyles Fitness as members continue to trust our facility and come back for their workouts!



# *Aquatics*

## *Pelican Harbor Indoor/Outdoor Aquatic Park*

- Pelican Harbor is happy to announce that aquatic annual memberships have been turned on starting March 1. Members are happy to return to Pelican Harbor!
- Members were notified of the return of memberships through letters sent to homes and a follow-up email.
- Members are required to reserve time slots for lap swimming and open swimming in advance, subject to capacity limits.

## *Open swim and private rentals*

- Open swim began February 13. Pelican Harbor is welcoming families Saturdays and Sundays from 12:00 pm-2:00 pm and 2:30 pm-4:30 pm. Each time block for February has reached capacity and most March slots are filled as well. Total open swim guests for February reached 465 participants.
- Pelican Harbor started offering private rentals for the pool on Saturday and Sunday from 5:15 pm-7:15 pm starting February 13. Pelican Harbor had 5 private rentals and the month of March already has 7 reserved.

## *Lap swimming*

- Staff greeted a total of 1,069 lap swimmers for the month of February.

## *Swim lessons*

- Private swim lessons, semi-private swim lessons, and Parkie's swim babies had a total of 61 participants signed up for the February session.
- Pelican Harbor will be adding group lessons along with the current private swim lessons, semi-private swim lessons and Parkie's swim babies come March.
- Pelican Harbor also is hiring new swim instructors and beginning to certify them to support increase demand and prepare for summer.

## *Pelican Harbor*

- Head Lifeguard staff continues to lead in-service in smaller groups for staff's safety. This has provided lifeguards with more individual attention on their skills.
- Lifeguard renewal classes have been occurring in small groups and staff has been creative with getting their skills accomplished while remaining safe.
- Pelican Harbor is beginning to get ready for summer by opening up seasonal job applications and welcoming back 2020 staff for the 2021 summer season. Staff has also started job interviews for new summer staff.

## *Swim team*

- Swim Team has resumed and the season is extended to May 1. Participants and team coaches have been extremely happy to be back.

# ***Museum***

## ***Hidden Oaks Nature Center***

### ***Bee Apiary***

- Hidden Oaks contracted beekeeper, Marge Trocki, is retiring. Marge has recommended Kim Kulton and Pete Soltesz, respected beekeepers and active board members of the Cook-DuPage Beekeepers Association, to keep our bees happy and productive. Kim and Pete are very interested in maintaining the hives and supporting Hidden Oaks educational programs to integrate the apiary into programming. Staff is recommending approval of the agreement to allow 2110 44<sup>th</sup> Road, Sheridan LLC dba Bee All About It to maintain the apiary.

***Motion to approve License Agreement between the Bolingbrook Park District and Sheridan LLC d//b/a Bee All About It.***

### ***Meijer Sponsors Owl Prowl***

- Meijer sponsored the Owl Prowl on February 18 with 18 guests in attendance. In addition to a hunt for owls, guests enjoyed a nighttime snowshoe walk and fire at the firepit.

### ***Rentals***

- Snowshoe rentals were popular through the first three weeks of the month with several Scout troops visiting and renters picking up snowshoes from BRAC on weekends.

### ***Environmental Education and Group Programming***

- Future geologists learned about different types of rocks and got to break open geodes to discover the wonders inside.
- Hidden Oaks partnership with Indian Prairie School District kicked off this month with the first two presentations in the 14-week series. Students were engaged with learning to be a scientist and being introduced to many of the animal residents of Hidden Oaks Nature Center.
- Wild Group visited Hidden Oaks to continue their Nature in Art series. This month's program focused on the use of paper quilling.

# MARKETING AND CUSTOMER CARE

## *Bolingbrook Park District Marketing Initiatives*

### *New Website Work Has Begun*

- The park district team has begun work with Monogram Group and Pilot Digital for the website re-design. A lot has been completed so far. Internal meetings were completed in late February. External focus groups have begun with fourteen Bolingbrook residents. Results of these focus groups will help the team finalize a priority list of improvements with the new site. Adjustments have been made to the Bolingbrook Park District logo to improve its visibility and clarity in the smaller format on digital platforms. Pilot Digital has also been carefully reviewing the registration software to determine potential improvements on the integration with the website. A complete analysis of keyword searches in Bolingbrook and Illinois has been completed as well. This analysis will be incorporated into the wireframe structure.

### *Tour BRAC, Win Cash Facebook Promotion Results*

- During the month of February, two advertisements were placed on Facebook, encouraging people to sign-up for a tour of the newly renovated Bolingbrook Recreation & Aquatic Complex. Once customers toured the facility, they filled out a form letting us know their contact information and what they were looking forward to in 2021. A total of 82 total tours were scheduled, with 89 forms filled out and returned. Ultimately, the promotions goal was to boost fitness memberships. During the time of the promotion (February 1-28), 62 people signed up for a Lifestyles Fitness Membership. The total money spent on the advertisements was \$166.09, resulting in \$2.02 spent per tour and \$2.67 spent per membership sign-up.

### *February Social Media & E-Mail Marketing Statistics:*

Total Fans (Facebook, Instagram, and Twitter): 18,397

Total Engagement: (The sum of reactions, comments and shares): 1,931

Total Page Content Clicks: (The number of times people clicked on a post): 7,964

Total E-Mail Database Contacts: 15,957

### *Design work completed in February*

Brochure Pages Designed	85
Digital Assets	45
Print Materials Created	22
Photos Edited	439

### *Customer Care Team*

Location	Total Calls Received in February	Total Transactions in February
Annerino Community Center	1,774	\$13,647.70
Bolingbrook Recreation & Aquatic Complex	1,407	\$36,551.11
LifeStyles Fitness Center	Desk Closed	Desk Closed
Hidden Oaks Nature Center	Facility Closed	Facility Closed
<b>Total</b>	<b>3,181</b>	<b>\$50,198.81</b>

*Last month, total calls were 2,225 and total revenue was \$20,354. We are headed in a positive direction!!*

# BOUGHTON RIDGE GOLF COURSE & ASHBURYS



February Preliminary 2021	2021 Month Actual	2021 Month Budget	Var	%	YTD 2021 Actual	YTD 2021 Budget	%	YTD 2020	2021 vs. 2020 Actual
Golf Greens Fees Revenue	\$92	\$480	-388	-421.7%	\$128	\$480	-275.0%	\$1,326	-935.9%
Golf Rentals	\$0	\$0	0	0.0%	\$1	\$1	0.0%	\$160	-15900.0%
Pro Shop Revenue	\$32	\$50	-18	0.0%	\$45	\$100	-122.2%	\$115	0.0%
Restaurant Food Revenue	\$5,822	\$10,264	-4,442	-76.3%	\$7,830	\$18,832	-140.5%	\$24,036	-207.0%
Restaurant Liquor Revenue	\$4,657	\$10,881	-6,224	-133.6%	\$6,063	\$20,163	-232.6%	\$28,554	-371.0%
Food and Bev Event Revenue	\$1,800	\$1,000	800	44.4%	\$1,800	\$1,750	2.8%	\$6,484	-260.2%
Banquet Revenue (Food and Bev)	\$2,192	\$3,016	-824	-37.6%	\$2,195	\$5,279	-140.5%	\$25,373	-1055.9%
<b>Total Revenue (after comps)</b>	<b>\$14,500</b>	<b>\$27,373</b>	<b>-12,873</b>	<b>-88.8%</b>	<b>\$20,085</b>	<b>\$48,834</b>	<b>-143.1%</b>	<b>\$89,583</b>	<b>-346.0%</b>
Payroll Expense	\$18,953	\$18,673	280	1.5%	\$36,201	\$35,863	0.9%	65,381	-80.6%
Est. Food and Bev COGS	43.0%	32.0%	11.0%	1.5%	44.0%	33.0%	11.0%	42%	2.0%
Est. OPEX (Operating Expense)	\$15,000	\$39,630	-24,630	-164.2%	\$47,443	\$81,091	-70.9%	84,527	-78.2%

## Preliminary Golf and Restaurant Monthly Performance

- **Overall Revenue**
  - February Overall Revenue is below target by 88%. YTD is also below target by 143% and last year by 346%.
  - March is where we will begin to see the full effect of the partial relief of COVID-19 mitigations. We will also see stronger YTD comparisons from 2021 to 2020, based on the 2-month closure last year.
  
- **Operational Expenses**
  - Operational expenses are projected at a savings of 164%, which will translate into a positive bottom line. Payroll was slightly over, but OPEX was down





### ***NWCSRA Budget***

- NWCSRA staff are busy preparing the FY2021/22 budget for final approval at the April NWCSRA Board of Directors meeting. This budget is for the first full year of services to each of the member agencies. Initiatives will include: the approval of a three-year salary and wage matrix for full time staff, and a focus on marketing the newly formed agency to bring back participants who have not been able to participate during this past year due to COVID. Most important will be the re-start and potential expansion of services to those who have not known about our activities. Finally, fully funding the equipment for the sensory room at the Annerino Community Center.

**Bolingbrook Park District**  
**Summarized Revenue and Expense Analysis**  
**As of February 28, 2021**

	Revenue			Expense			Surplus/(Deficit)		
	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance
<b>Primary Operating Funds</b>									
General	262,466	267,826	5,361	924,061	794,806	129,254	(661,595)	(526,980)	134,615
Recreation (Excluding Rev Facilities)	161,942	122,812	(39,130)	465,813	403,995	61,818	(303,871)	(281,182)	22,688
Museum	4,353	4,584	231	59,865	24,254	35,611	(55,512)	(19,670)	35,842
Special Recreation	1,242	118	(1,124)	84,961	256	84,705	(83,719)	(139)	83,580
Revenue Facilities									
Aquatics	51,835	48,905	(2,930)	133,938	79,595	54,343	(82,102)	(30,689)	51,413
Lifestyles	51,978	8,433	(43,545)	57,443	42,803	14,640	(5,465)	(34,371)	(28,906)
*Golf/Ashbury's	-	-	-	-	-	-	-	-	-
Total Revenue Facilities	103,813	57,338	(46,475)	191,381	122,398	68,983	(87,567)	(65,060)	22,507
<b>Total Primary Operating Funds</b>	<b>533,816</b>	<b>452,678</b>	<b>(81,138)</b>	<b>1,726,080</b>	<b>1,345,710</b>	<b>380,371</b>	<b>(1,192,265)</b>	<b>(893,032)</b>	<b>299,233</b>
<b>Other Operating Funds</b>									
Audit	33	7	(27)	4,915	5,500	(585)	(4,882)	(5,493)	(611)
Insurance/Worker's Comp	261	29	(232)	-	939	(939)	261	(910)	(1,170)
IMRF	121	46	(75)	66,248	48,538	17,710	(66,127)	(48,492)	17,635
Social Security	143	51	(92)	85,971	42,716	43,255	(85,828)	(42,665)	43,163
Paving & Lighting	52	7	(45)	3,793	82	3,710	(3,740)	(75)	3,665
Police	36	6	(30)	248	-	248	(212)	6	218
<b>Total Operating Funds</b>	<b>534,461</b>	<b>452,823</b>	<b>(81,638)</b>	<b>1,887,255</b>	<b>1,443,484</b>	<b>443,771</b>	<b>(1,352,794)</b>	<b>(990,661)</b>	<b>362,133</b>
Capital	3,569	224,102	220,533	360,666	199,564	161,102	(357,097)	24,539	381,635
Debt Service	846	814	(32)	-	950	(950)	846	(136)	(982)
Working Cash	654	23	(631)	-	-	-	654	23	(631)
<b>Total All Funds</b>	<b>539,531</b>	<b>677,763</b>	<b>138,232</b>	<b>2,247,921</b>	<b>1,643,998</b>	<b>603,923</b>	<b>(1,708,390)</b>	<b>(966,235)</b>	<b>742,155</b>

MINUTES OF a Regular meeting of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, Held at the Recreational Center, 201 Recreation Drive, Bolingbrook, Illinois, within Said District, at 7:00 P.M. on Thursday, March 18, 2021

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_, the President, and the following Park Commissioners answered present: \_\_\_\_\_

\_\_\_\_\_.

The following Park Commissioners were absent \_\_\_\_\_

\_\_\_\_\_.

Park Commissioner \_\_\_\_\_ presented and the Secretary read in full the following: **ORDINANCE NO. 21-03**

**ORDINANCE AMENDING THE BOLINGBROOK PARK DISTRICT OPERATIONS MANUAL SECTIONS REGARDING CYBER SECURITY POLICY WITH INCIDENT RESPONSE PLAN AND INCIDENT RESPONSE FORM, GRANT MANAGEMENT POLICY AND SECTION 7 PURCHASING POLICY**

ORDINANCE NO. 21-03

**ORDINANCE AMENDING THE BOLINGBROOK PARK DISTRICT OPERATIONS MANUAL SECTIONS REGARDING CYBER SECURITY POLICY WITH INCIDENT RESPONSE PLAN AND INCIDENT RESPONSE FORM, GRANT MANAGEMENT POLICY AND SECTION 7 PURCHASING POLICY**

WHEREAS, the Bolingbrook Park District (the "Park District") is a duly organized unit of local government organized and operating under the Constitution and laws of the State of Illinois; and

WHEREAS, the Park District derives its rights, power and authority from the various sections of the Park District Code (the "Code"); and

WHEREAS, the Board of Park Commissioners finds and hereby declares that it is in the best interests of the Park District to amend the Sections regarding Cyber Security Policy with Incident Response Plan and Incident Response Form, Grant Management Policy and Section 7 regarding Purchasing Policy to the Bolingbrook Park District Operations Manual, which Exhibits are attached hereto;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings as if said recitals were fully set forth within this Section One.

SECTION TWO: The Bolingbrook Park District Operations Manual shall be amended so that said following Section regarding the Cyber Security Policy with Incident Response Plan and Incident Response Form shall hereafter be and read as follows per Exhibit 1:

Cyber Security Policy

There are three parts to the Cyber Security Policy as follows:

- Bolingbrook Park District Cyber Security Policy
  - This policy along with the following two documents serve as a set of instructions designed to help the Bolingbrook Park District prepare for, detect, respond to, and recover from network security incidents.
- Bolingbrook Park District Incident Response Plan
  - Defines what constitutes an incident and outlines the incident response phases.
- Bolingbrook Park District Incident Response Form
  - Collects information and evidence as a part of the incident response and resolution, creating an authoritative record of the incident and actions taken.



SECTION THREE: The Bolingbrook Park District Operations Manual shall be amended so that said Section regarding Grant Management Policy shall hereafter be and read as follows per Exhibit 2:

Grant Accountability and Transparency Act (GATA)

As a result of requirements of the Grant Accountability and Transparency Act, the following three items are for your review:

- Grant Management Policy
  - In order to maintain grant eligibility, we are required to have a Grant Management Policy. We have also developed a grant management process to track all necessary information as well as training to ensure we meet all required aspects of GATA.
- Bolingbrook Park District Personnel Policy Recommendations
  - Items highlighted would be added or changed to meet requirements in GATA.
- Purchasing Policy Recommendations
  - Items highlighted would be added or changed to meet requirements in GATA.

SECTION FOUR: Section 7 of the Bolingbrook Park District Operations Manual shall be amended so that said Section regarding Purchasing Policy shall hereafter be and read per Exhibit 3, which is attached hereto.

SECTION FIVE: Any and all policies, resolutions or ordinances of the Park District which may conflict with this ordinance shall be, and they are hereby, repealed.

SECTION SIX: This ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED THIS 18<sup>th</sup> day of March, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> day of March, 2021.

\_\_\_\_\_  
President, Board of Park Commissioners

ATTEST:

\_\_\_\_\_  
Secretary, Board of Park Commissioners

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the ordinance as read be approved. After a full discussion thereof, the following Park Commissioners voted:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Whereupon the President declared the motion carried and the ordinance adopted, approved and signed the same in open meeting, and directed the Secretary to record same in the records of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, which was done.

Other business not related to the passage of this ordinance was duly transacted at the meeting.

Upon motion duly made and seconded, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

STATE OF ILLINOIS            )  
                                          ) SS.  
COUNTY OF WILL            )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the "Board") of the Bolingbrook Park District, Will County, Illinois (the "District"), and as such official I am the keeper of the records and files of the Board of Park Commissioners of said Park District.

I further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of said Board held on the 18<sup>th</sup> day of March, 2021, insofar as same relate to the adoption of the following: **ORDINANCE 21-03**

**ORDINANCE AMENDING THE BOLINGBROOK PARK DISTRICT OPERATIONS MANUAL SECTIONS REGARDING CYBER SECURITY POLICY WITH INCIDENT RESPONSE PLAN AND INCIDENT RESPONSE FORM, GRANT MANAGEMENT POLICY AND PURCHASING POLICY UPDATE**

a true, correct and complete copy of which ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the members of the Board of Park Commissioners on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of "AN ACT in Relation to Meetings," approved July 11, 1957, as amended (the "Open Meetings Act"), and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature at Bolingbrook, Illinois, this 18<sup>th</sup> day of March, 2021.

---

Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

## SECTION 7

### PURCHASING AUTHORITY and PROMPT PAYMENT POLICY

#### A. PURCHASING

- Price is one of four equally important considerations in procuring products and services. The others are quality, product and service.
- BE SENSITIVE to price, but consider each of these elements in purchasing decisions.
- Competitively bid products and services must be awarded to the lowest, responsible bidder. Quality, product and service can and should be used to measure “responsible bidder” including credentials, financial information, bonding capacity, insurance protection, qualifications of labor and management of the firm and past experience.
- References are encouraged and should reflect quality of product and/or service to be purchased.

Remember...

Quality
Cost
Product
Service
References

- Services or items of substantial cost should be competitively priced. When practical, three phone quotes should be obtained. Three written quotes should be received in all practical cases for purchases over \$2,500.

## SECTION 7

### PURCHASING AUTHORITY and PROMPT PAYMENT POLICY

#### A. PURCHASING

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- References are encouraged and should reflect quality of product and/or service to be purchased.

Remember...

Quality
Cost
Product
Service
References

- Services or items of substantial cost should be competitively priced. When practical, three phone quotes should be obtained. Three written quotes should be received in all practical cases for purchases over \$2,500. Projects and purchases with contracts of over \$25,000 generally require a public bid process subject to the exceptions referenced in the Park District Code and other laws. If the amount of the bidding limit is amended by the Park District Code, the new figure will control.

## **B. PURCHASING AUTHORITY**

**For approved budgets, purchasing is authorized as follows:**

- Managers are authorized to approve purchases not exceeding \$2,500 for their business units.
- Superintendents are authorized to approve purchases not exceeding \$5,000 for their business units.
- All purchases exceeding \$5,000 require Director approval prior to purchase.
- All purchases exceeding \$10,000 require Executive Director approval prior to purchase.
- Exception: Printing and Ad placement that exceeds the purchasing authority may be approved by Director after purchase.
- The Executive Director is able to approve all purchases made within the approved budget.

**For unbudgeted purchases, the following additional authorization may be required:**

- Any purchase that is unbudgeted or exceeds budget requires Director and Executive Director approval prior to purchase.
- The Executive Director has authority for purchases up to \$15,000 without prior Board approval. The Executive Director must receive Board approval for any unbudgeted purchase or capital item that exceeds \$15,000. Capital items are defined as having a useful life of three years or more and cost over \$5,000.
- Emergency expenses may be authorized by the Executive Director and subsequently approved by the Board of Commissioners.

**No expenditure can exceed amounts appropriated by the Board in the Budget and Appropriation Ordinance.**

## **B. PURCHASING AUTHORITY**

**For approved budgets, purchasing is authorized as follows:**

- Managers are authorized to approve purchases not exceeding \$2,500 for their business units.
- Superintendents are authorized to approve purchases not exceeding \$5,000 for their business units.
- All purchases exceeding \$5,000 require Director approval prior to purchase.
- All purchases exceeding \$10,000 require Executive Director approval prior to purchase.
- Exception: Printing and Ad placement that exceeds the purchasing authority may be approved by Director after purchase.
- The Executive Director is able to approve all purchases made within the approved budget.

**For unbudgeted purchases, the following additional authorization may be required:**

- Any purchase that is unbudgeted or exceeds budget requires Director and Executive Director approval prior to purchase.
- The Executive Director has authority for purchases up to \$15,000 without prior Board approval. The Executive Director must receive Board approval for any unbudgeted purchase or capital item that exceeds \$15,000. Capital items are defined as having a useful life of three years or more and cost over \$5,000.
- Emergency expenses may be authorized by the Executive Director and subsequently approved by the Board of Commissioners.

**No expenditure can exceed amounts appropriated by the Board in the Budget and Appropriation Ordinance.**

## **C. BIDDING PROCEDURES**

All contracts for supplies, material, or work involving an expenditure in excess of \$25,000 shall be awarded to the lowest responsible bidder, after due advertisement ( 70 ILCS 1205/8-1 c ). The Park District is not required to accept a bid for a contract involving an expenditure in excess of \$25,000 if the bid does not meet the district's established specifications, terms of delivery, quality and serviceability requirements. All bids should:

- Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured
- Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals

The Park District Code's bidding provision does not apply to contracts for:

- The services of individuals possessing a high degree of professional skill, where the ability or fitness of the individual plays an important part.
- The printing of finance committee reports and department reports
- The printing of engraving of bonds, tax warrants, and other evidences of indebtedness.
- Utility services such as water, electric, heat, telephone, or telegraph.
- The purchase of magazines, books, periodicals, pamphlets, and reports.
- Emergency acquisition of services or personal property provided such expenditures are approved by three-fourths of the members of the Board
- The use, purchase, delivery, movement, or installation of data processing equipment, software, or services.
- The use, purchase, delivery, movement or installation of telecommunications and interconnect equipment, software, or services.
- The use, purchase, delivery, movement, or installation of duplicating machines and supplies.
- The procurement of goods or services from another government agency
- The procurement of equipment previously owned by some entity other than the district itself.

Competitive bids must be sealed by the bidder and must be opened by a board member or an authorized district employee at a public bid opening at which the contents of the bids must be announced. Each bidder must receive notice of the time and place of the public bidding process at least three days prior to the bid opening. "Due advertisement" must include, at minimum, one public notice placed in a newspaper published in the district at least ten days before the bid date.

There are separate requirements for entering into contracts for architectural, engineering, and land surveying services per the Local Government Professional Services Selection Act. 50 ILCS 510 et seq.

#### **D. COOPERATIVE USE**

The Board of Park Commissioners recognizes the need and desirability of cooperation with other community agencies and organizations to economize resources. In order to best serve the interests of the residents in the most economical manner, all avenues of cooperative effort should be explored when it is believed such effort will maximize district revenue, reduce expenses and minimize duplication of services.

Board members and staff will strive to cooperate fully with other agencies including government, public, private, not-for-profit, and voluntary groups. Staff shall pursue when deemed in the best interest of the District, cooperative purchasing programs, intergovernmental agreements, governmental bidding programs, and public / private ventures in order to economize resources and purchases.

This cooperation shall not be initiated or endured if it will result in the curtailment or limitation of district operations, programs, or commitments to other associations.

#### **E. PROMPT PAYMENT POLICY**

##### **1. Approval of Invoices**

- a. The District shall approve or disapprove an invoice from a vendor or contractor for goods or services furnished within 30 days after the receipt of such invoice or within 30 days after the date on which the goods or services were received, whichever is later.
- b. When safety or quality assurance testing of goods by the District is necessary before approval or disapproval of an invoice and such testing cannot be completed within 30 days after receipt of the goods, approval or disapproval of the invoice shall be made immediately upon the completion of the testing or within 60 days after the receipt of the goods, whichever comes first.
- c. Written notice shall be mailed to the vendor or contractor immediately if an invoice is disapproved.
- d. If the District fails to approve or disapprove an invoice within the specified 30 day time period, the penalty for late payment of that invoice shall be computed from the date 60 days after the receipt of that invoice or the date 60 days after the goods or services are received, whichever is later.

2. Payment of Invoices

- a. Invoices approved for payment shall be paid within 30 days of the date of approval.
- b. If payment is not made within such 30 days, an interest penalty may be assessed on the unpaid balance for each month or fraction thereof after the expiration of the initial 30 day period, until final payment is made.
- c. Any time period agreed to by the District and a particular vendor or contractor that exceeds the specified 30 day time period shall supersede the provisions of this Policy.
- d. Payment shall be made to the supplier/contractor within 30 days of completion and acceptance of the project by the District. In turn, the supplier/contractor shall pay each subcontractor according to the provisions of and in compliance with The Local Government Prompt Payment Act (50 ILCS 505/1, et. seq.).

**F. Conflicts of Interest**

1. Conflicts of Interest Standards

- a. No employee should participate in the selection, award or administration of a grant, contract or purchase if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when an interested person has a significant financial interest in a vendor or firm considered for a contract.
- b. In order to preserve full and open competition, contractors that develop or draft statements of work, requirements, specifications, or invitations for bids or requests for proposals must be excluded from competing for those procurements.

# Cyber Security Policy

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## Bolingbrook Park District

Revision 0.0

03/18/2021

### Revision History

Revision Date	Items revised	Author



## 1.0 Overview

Electronic networks, including the internet and online resources, are becoming an integral part of Bolingbrook Park District's (the "Park District") communication systems, information sharing and procurement processing. The Park District electronically collects, maintains, stores, uses, and disposes of confidential/protected information, so it needs to take the necessary steps to safeguard its networks and technology systems against unauthorized access or disclosure of such information. While there is no such thing as 100% prevention of the effects of a cyberattack, this policy focuses on minimizing the effects of a security breach as much as possible.

A security breach is defined as the release or disclosure of confidential/protected information to an unauthorized individual/entity. Confidential/protected information includes the following:

- Personally Identifiable Information (PII).
- Protected Health Information (PHI).
- Information protected under the Illinois Personal Information Protection Act (815 ILCS 503/1).
- Information protected under the Personnel Records Review Act.
- Information protected under the Safeguards Rule of the Gramm-Leach-Bliley Act (GLBA).
- Financial information of a customer, employee or other individual.
- Any other information protected by federal or state statute or regulation.

The Park District requires that materials containing personal information be disposed of so that the information is unreadable, unusable and undecipherable. Proper disposal methods include, but are not limited to, the following:

- Paper documents containing personal information may be redacted or shredded.
- Electronic media and other non-paper media may be destroyed or erased.
- Authorized staff disposing of materials may contract with a third party that must implement and monitor compliance with policies and procedures that prohibit unauthorized access to, acquisition of, or use of personal information during the collection, transportation and disposal of those materials.

## 2.0 Investigation, response and notification

The Park District may learn of security breaches in a variety of ways. For example, an employee may notify his/her supervisor that a laptop containing sensitive customer data was lost or stolen. By properly monitoring our information technology intrusion-detection systems we may learn that an unauthorized individual has accessed the computer network. The Park District may learn that a disgruntled employee has been selling data to identity thieves. Regardless of the type of breach, working with the Director of Business and Technology, the following steps should be taken upon discovery:

1. Notify the Executive Director with the nature of the breach, and to allow for emergency communications as necessary.
2. Contact PDRMA to assist in response efforts.
3. Discover – evaluate, investigate, and gather the facts utilizing the following:
  - BPD Incident Response Plan
  - BPD Incident Response Form

**A critical step is to conduct a thorough investigation to confirm a breach has occurred and to determine the scope and cause of the breach. Such investigation may show a suspected breach is either nonexistent or less severe than initially suspected. The Park District may consider hiring an outside company to determine the extent of the breach and the number of individuals affected.**

4. Once a breach is determined, decide how to secure the data so the minimum amount is compromised.
5. Take all appropriate measures to secure the data.
6. Involve law enforcement immediately, if deemed necessary.
7. Cooperate in any law enforcement investigation.
8. Notify those affected by the security breach according to the requirements of the Illinois Personal Information Protection Act (815 ILCS 530). *Appendix B* further defines a security breach, information applicable to the act, and other timelines of notification.
9. Contact the entity who is handling the breached data immediately as well as any other entities from which the Park District may have obtained the data.
10. Ensure the entity that owns, maintains or licenses the data will notify affected individuals as required by Illinois law. If the Park District is the owner/licenser of the data, use the sample letter in Appendix A to notify affected individuals.
11. Prepare press release(s) in conjunction with PDRMA legal staff.
12. The Park District may consider retaining a third-party call center to handle calls from affected individuals.
13. The Park District may consider providing credit monitoring for the affected individuals for 12 to 24 months.
14. Provide notices as required under federal or state law and/or regulation.

## Appendix A

Date

Dear \_\_\_\_\_:

We are contacting you because we have learned of a data security incident that occurred on **[Date of Breach]** that may have involved some of your personal information.

The breach involved unauthorized access to the District's **[outline system or equipment]**. The information that may have been breached contained your **[Outline Personal Identifiable Information breached (i.e. name, bank routing number and account number(s), etc.)]**.

We are notifying you so you can take action to minimize or eliminate potential harm. We strongly encourage you to take preventive measures now to help prevent and detect any misuse of your information.

As a preventive step, we recommend you closely monitor your financial accounts.

*To further mitigate the breached information, the Bolingbrook Park District will be providing credit monitoring services at no cost to you for a period of **[number of months]** months. Contact the following agency, and provide code **[code]** to activate the credit monitoring.*

If you see any unauthorized activity, promptly contact your financial institution. We also suggest you submit a complaint to the Illinois Attorney General's Identity Theft Hotline at 866-999-5630 or the Federal Trade Commission online at [IdentityTheft.gov](http://IdentityTheft.gov) or at:

600 Pennsylvania Avenue, NW  
Washington, DC 20580.

You may also want to contact the three U.S. credit reporting agencies:

1. Equifax: 800-525-6285; [www.equifax.com](http://www.equifax.com); P.O. Box 740241, Atlanta, GA, 30374-0241.
2. Experian: 888-EXPERIAN (397-3742); [www.experian.com](http://www.experian.com); P.O. Box 9532, Allen, TX, 75013.
3. TransUnion: 800-680-7289; [www.transunion.com](http://www.transunion.com); Fraud Victim Assistance Division, P.O. Box 6790, Fullerton, CA, 92834-6790.

You can obtain additional information about fraud alerts and security freezes from these sources.

If you have further questions or concerns, please contact (**Appropriate Director**), at **[Phone Number]**, or **[email@bolingbrookparks.org]**.

Signature

Executive Director

## Appendix B

### ILLINOIS LAW REQUIRING NOTIFICATION IN THE EVENT OF A SECURITY BREACH

#### Personal Information Protection Act 815 ILCS 530

#### Security Breach

“Breach of the security of the system data or breach” means unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of personal information maintained by the data collector. “Breach of the security of the system data” does not include good faith acquisition of personal information by an employee or agent of the data collector for a legitimate purpose of the data collector, provided the personal information is not used for a purpose unrelated to the data collector’s business or subject to further unauthorized disclosure.

#### Type of Information

“Personal information” means either of the following:

1. An individual’s first name or first initial and last name in combination with any one or more of the following data elements, when either the name or the data elements are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the name or data elements have been acquired without authorization through the breach of security:
  - A. Social Security number.
  - B. Driver’s license number or state identification card number.
  - C. Account number or credit or debit card number, or an account number or credit card number in combination with any required security code, access code or password that would permit access to an individual’s financial account.
  - D. Medical information.
  - E. Health insurance information.
  - F. Unique biometric data generated from measurements or technical analysis of human body characteristics used by the owner or licensee to authenticate an individual such as fingerprint, retina or iris image, or other unique physical representation or digital representation of biometric data.
2. Username or email address in combination with a password or security question and answer that would permit access to an online account, when either the username or email address or password or security question and answer are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the data elements have been obtained through the breach of security.

“Personal information” does not include publicly available information that is lawfully made available to the general public from federal, state or local government records.

\*\*\*Note: If the breach involves the unauthorized acquisition of protected health information, notification may be required under the federal Health Insurance Portability and Accountability Act.

**Whom to Notify**

Any Illinois resident whose personal information has been breached. Any data collector that owns or licenses personal information concerning an Illinois resident shall notify the resident at no charge of a breach of the security of the system data following discovery or notification of the breach.

**When to Notify**

The disclosure notification shall be made in the most expedient time possible and without unreasonable delay, consistent with any measures necessary to determine the scope of the breach and restore the reasonable integrity, security and confidentiality of the data system.

**Information Security and Security Breach Notification Guidance**

The notification may be delayed if an appropriate law enforcement agency determines notification will interfere with a criminal investigation and provides the data collector with a written request for the delay. However, the data collector must notify the Illinois resident as soon as notification will no longer interfere with the investigation.

**How to Notify**

Notice to consumers may be provided by one of the following methods:

1. Written notice.
2. Electronic notice, if the notice provided is consistent with the provisions regarding electronic records and signatures for notices legally required to be in writing as set forth in Section 7001 of Title 15 of the United States Code; or.
3. Substitute notice, if the data collector demonstrates the cost of providing notice would exceed \$250,000 or the affected class of subject persons to be notified exceeds 500,000, or the data collector does not have sufficient contact information. Substitute notice shall consist of all of the following: (i) email notice if the data collector has an email address for the subject persons; (ii) conspicuous posting of the notice on the data collector's website if the data collector maintains one; and (iii) notification to major statewide media, or, if the breach impacts residents in one geographic area, to prominent local media in areas where affected individuals are likely to reside if such notice is reasonably calculated to give actual notice to persons whom notice is required.

**Other Legal Requirements**

A data collector that maintains or stores, but does not own or license the computerized data that includes personal information that the data collector does not own or license shall provide such notification of the breach of the security of the data to the owner or licensee immediately after discovery, if the personal information was, or is reasonably believed to have been acquired by an unauthorized person. In addition, the data collector shall cooperate with the owner or licensee in matters relating to the breach. That cooperation shall include, but need not be limited to, (i) informing the owner or licensee of the breach, including giving notice of the date or approximate date of the breach and the nature of the breach; and (ii) informing the owner or licensee of any steps the data collector has taken or plans to take relating to the breach. The data collector's cooperation shall not, however, be deemed to require either the disclosure of confidential business information or trade secrets or the notification of an Illinois resident who may have been affected by the breach.

# Grant Management Policy

## *A. Purpose*

The Bolingbrook Park District (District) Grant Policy describes the policies related to application, tracking, receipt, management, and reporting of external grants, including compliance requirements.

## *B. Responsibilities*

When Bolingbrook Park District applies for and receives a grant, it agrees to administer the funding according to the granting agency's terms and conditions. Accounting properly for grant expenditures, providing program documentation, and evaluation is critical to the success of continuing grant award programs.

It is the responsibility of the submitting department to appropriately and accurately manage the project, external funding per grantor agreements and guidelines, and the policies and procedures of the Bolingbrook Park District.

## *C. Pre-Award*

All departments are responsible to follow the District's Grant Management Process for grant applications. Application for grants should also be included in the monthly Board report. This information should include the scope of the grant, potential impact on operations, financial considerations, and the procedures utilized by the grantor agency. For grant applications in excess of \$5,000, the Board should also be notified at the monthly Board workshop meeting.

It is the submitting department's responsibility to prepare and submit the grant application, any necessary Grant Accountability and Transparency ACT (GATA) data, including the Programmatic Risk Survey application, as required.

## *D. Managing the Grant*

The final grant agreement is signed by the Executive Director unless otherwise specified, and is held by the District.

The Board should be updated on the grant award at the Board pre-meeting workshop.

Each grant shall be tracked and monitored throughout the project life with a specific filing and tracking system. The grant agreement and grantor policies establish the requirements for charging costs to the award, reporting those costs, and requesting reimbursement.

All grant related costs invoiced must be eligible for the grant. Specifically, the cost must be reasonable, allowable, necessary and prudent to provide a direct benefit to a grant funded project.

Federal grant awards must comply with the rules and compliance requirements set forth in the Uniform Guidance (2 CFR Part 200) by the Office of Management and Budget. The Uniform Guidance establishes principles and standards for determining costs for federal awards carried out through grants, cost reimbursement contracts, and other agreements with state, local, and federally-recognized Indian tribal governments.

#### *E. Direct Costs*

Direct costs are costs that have been included in the proposal budget, and can be directly attributable to the expenses necessary to fulfill the project objectives.

#### *F. Indirect Costs*

Indirect costs, such as overhead costs or general and administrative costs, are those costs that generally are shared among projects, and therefore cannot be directly attributable to a single project.

#### *G. Conflicts of Interest*

All employees engaged in the selection, award, or administration of contracts supported by the grant award shall be free of any real or perceived conflict of interest.

#### *H. Reporting*

The purpose of grant reporting is to monitor the progress made towards fulfilling grant deliverables. The grant agreement or grantor's guidance manual will outline the required reports with time schedules by the grant for submittals.

#### *I. Subrecipient Monitoring*

The District may pass grant funds to another entity. The second entity, known as the "subrecipient", may be another government entity or a non-profit organization. All grant requirements will flow down to the subrecipient. It is the District's responsibility to ensure sub award is in compliance with grant provisions. The requirements of the subrecipient monitoring shall be followed in accordance with the rules and guidelines of the Uniform Guidance (2 CFR 200).

It is the responsibility of the District to ensure that any subcontractor or sub awardee that will be funded through a grant award is not prohibited from receiving federal or state funds due to suspension or debarment. This is the responsibility of the department submitting the grant.

### *J. Grant Extension*

It is the responsibility of the submitting department to track the progress of the grant project. Prior to the grant completion date, a written request for extension must be submitted to the grantor agency if the project will not reach the completion deadline date. Copies of any extension approvals shall be kept and documented by the District.

### *K. Audits*

Preparation for an audit should begin at the time the award is received. There are specific requirements that must be met when managing grants, defined within the grant agreement. Costs questioned during an audit can lead to the District having to pay back the amount of the questioned costs. In such an event, all disallowable costs must be funded by a non-grant, non-federal source.

A Single Audit is performed for entities that expend \$750,000 or more in federal awards in a given fiscal year performed by an outside auditor. A Single Audit is performed in accordance with the rules and guidelines set forth in the OMB Uniform Guidance (2 CFR 200). The Schedule of Expenditures of Federal Awards (SEFA) is an essential document for conducting the audit. The SEFA should be prepared carefully to ensure its accuracy and completeness. This schedule should be prepared on the same basis of accounting as the financial statements.



## BPD Incident Response Form

<b>Is this a drill?</b>	Yes / No
-------------------------	----------

### General Incident Information

<b>Date</b>		<b>Incident POC Name</b>	
<b>Time</b>		<b>Incident POC Phone</b>	
<b>Location Affected</b>		<b>Incident POC Email</b>	

### Initial Detection

<b>Type of Incident</b>	outage / malware / unauthorized access (outsider) / inappropriate access (insider) / espionage / data breach / other (describe)
<b>Date and time of first detection</b>	
<b>List names and contact information for all persons involved in detection and initial investigation</b>	
<b>How was incident detected?</b>	
<b>What do you think happened?</b>	
<b>List of systems involved. Include location, system name, IP address, MAC, serial number, corporate ID.</b>	System 1: System 2: System 3:
<b>Where can supporting information be found?</b>	(location of log files, time-stamps, screenshots, photographs, etc)
<b>Could sensitive information have been accessed? Describe worst and best-case scenarios based on current knowledge.</b>	Yes / No PII / PHI / PCI / GDPR / Classified / Unclassified but Sensitive / Trade Secrets / Financial / Other (describe) Worst case scenario: Best case scenario:
<b>If yes, notify Director of Business and Technology immediately. Director will then notify other necessary individuals or parties. Log all individuals or parties notified and date/time.</b>	

### Initial Response

<p><b>Were any immediate changes made in response to the incident? (such as disconnecting system or disabling accounts). List time stamps for each change.</b></p>	
<p><b>Who authorized the changes?</b></p>	

### Chain of Custody

<p><b>Were original systems isolated for forensic review?</b></p>	
<p><b>Were backups or other system-state copies created? Describe. When were they created?</b></p>	
<p><b>Location of systems or copies</b></p>	
<p><b>How are systems or copies protected from alteration?</b></p>	
<p><b>List name and contact information for person who is responsible for safekeeping of systems or copies</b></p>	

### Data Breach Incident

<p><b>Refer to organization's data breach procedures or policy. Name of document used:</b></p>	<p>Cyber Security Policy</p>
<p><b>Each day during incident, add any new findings about worst-case and best-case scenarios for the data breach. Do not delete prior days information.</b></p>	<p># of persons affected            List categories of data compromised (names, socials, credit card numbers, passwords, schematics for X design, etc)            Was data copied outside of the organization?            What sources of data were compromised?</p>
<p><b>Each day during incident, add any escalations or notifications that were performed.</b></p>	<p>FBI contacted on date/time            Notified ### customers of potential data breach on date/time</p>

### Incident Wrap-up

<b>Current status of incident?</b>	
<b>Final root cause analysis</b>	
<b>Date, time, and time-zone that incident started</b>	
<b>Date, time, and time-zone that incident ended</b>	
<b>Describe actions taken to resolve incident (if applicable). Who performed?</b>	
<b>Describe containment and/or preventative actions (if applicable). Who performed?</b>	
<b>Follow-up actions needed? List responsible party.</b>	
<b>Lessons learned?</b>	



# Incident Response Plan

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## Bolingbrook Park District

Revision 0.0

3/18/2021

### Revision History

Revision Date	Items revised	Author

## 1.0 Overview

This Incident Response Plan defines what constitutes a security incident and outlines the incident response phases. This Incident Response Plan document discusses how information is passed to the appropriate personnel, assessment of the incident, minimizing damage and response strategy, documentation, and preservation of evidence. The Incident Response Plan will define areas of responsibility and establish procedures for handling various security incidents.

## 2.0 Purpose

This policy is designed to protect the organizational resources against intrusion.

## 3.0 Incident Response Goals

1. Verify that an incident occurred
2. Maintain or Restore Business Continuity
3. Reduce the incident impact
4. Determine how the attack was done or the incident happened
5. Prevent future attacks or incidents
6. Improve security and incident response
7. Prosecute illegal activity
8. Keep management informed of the situation and response

## 4.0 Incident Definition

An incident is any one or more of the following:

1. Loss of information confidentiality (data theft)
2. Compromise of information integrity (damage to data or unauthorized modification)
3. Theft of computers, laptops, storage devices, printers or other electronic devices containing sensitive information
4. Damage to computers, laptops, storage devices, printers or other electronic devices containing sensitive information
5. Denial of service
6. Misuse of services, information or assets
7. Infection of systems by unauthorized or hostile software
8. An attempt at unauthorized access
9. Unauthorized changes to organizational hardware, software or configuration
10. Reports of unusual system behavior
11. Responses to intrusion detection alarms
12. Breach of personal information or sensitive data
13. Distributed denial of service (DDoS) attacks. DDoS attacks are a malicious attempt to disrupt the normal traffic of a targeted server, service or network by overwhelming the target or its surrounding infrastructure with a flood of internet traffic.
14. Excessive port scans
15. Firewall breaches
16. Virus outbreaks

## 5.0 Incident Planning

### Responsibilities

The Incident Response Team consists of the following individuals:

1. Director of Business and Technology, Debbie Chase, Cell 630-803-8386
2. Systems Support Manager, Bill Oetzel, Cell 630-818-7709
3. Systems Support Specialist, Brian Gilbert, Cell 630-809-5896
4. Software Assistant, Sharon Camp, Personal Cell 630-768-3365

### Responsibilities

#### Director of Business and Technology

- Central point of contact for all technology related incidents
- Determines the nature and scope of the incident
- Contacts qualified information security specialists for advice as needed
- Contacts members of the Incident Response Team
- Determines which Incident Response Team members play an active role in the investigation
- Provides proper training on incident handling
- Escalates to executive management as appropriate
- Contacts auxiliary departments as appropriate
- Monitors progress of the investigation
- Ensures evidence gathering, chain of custody, and preservation is appropriate
- Prepares a written summary of the incident and corrective action taken
- Activates computer incident response team as deemed necessary
- Documents the types of personal information that may have been breached
- Provides guidance throughout the investigation on issues relating to privacy of customer and employee personal information
- Assists in developing appropriate communication to impacted parties
- Assesses the need to change privacy policies, procedures, and/or practices as a result of the breach

#### Network Architecture

- Analyzes network traffic for signs of denial of service, distributed denial of service, or other external attacks
- Runs tracing tools such as sniffers, Transmission Control Protocol (TCP) port monitors, and event loggers
- Looks for signs of a firewall breach
- Contacts external Internet service provider for assistance in handling the incident
- Takes action necessary to block traffic from suspected intruder

#### Operating Systems Architecture

- Ensures all service packs and patches are current on mission-critical computers
- Ensures backups are in place for all critical systems
- Examines system logs of critical systems for unusual activity

### Business Applications

- Monitors business applications and services for signs of attack
- Reviews audit logs of mission-critical servers for signs of suspicious activity

### Online Sales

- Monitors business applications and services for signs of attack
- Reviews audit logs of mission-critical servers for signs of suspicious activity

### Internal Auditing

- Reviews systems to ensure compliance with information security policy and controls
- Performs appropriate audit test work to ensure mission-critical systems are current with service packs and patches
- Resolves any system control gaps for corrective action

### Systems Support Manager

- Provide necessary support to discover and control incidents as directed by Director of Business and Technology
- Maintain any requested documentation as directed by Director of Business and Technology

### Systems Support Specialist/Software Assistant

- Provide necessary support to discover and control incidents as directed by Director of Business and Technology or Systems Support Manager
- Maintain any requested documentation as directed by Director of Business and Technology or Systems Support Manager

### **Actions and Procedures**

1. Loss of information confidentiality (data theft)
  - a. Notify Executive Director (ED)
  - b. As directed by ED, contact HR and/or legal counsel
  - c. As advised by HR and/or legal counsel, determine what parties are affected in the data theft, what our legal and regulatory obligations are, and planned response to those affected
  - d. If possible, add security measures to prevent future data theft
2. Compromise of information integrity (damage to data or unauthorized modification to software)
  - a. Immediately remove affected equipment or peripherals from network
  - b. Immediately change any associated passwords
  - c. Determine extent of damage or modification
  - d. Analyze log files to determine the cause of the damage or modification
  - e. Utilize any necessary online backups
  - f. Restore system(s) to original configuration
  - g. Put preventative measures in place, if applicable, to prevent future damage or modification

3. Theft of physical IT asset including computers, storage devices, printers, etc.
  - a. Immediately remove affected equipment or peripherals from network
  - b. Immediately change associated user/network passwords
  - c. If available, review any video surveillance for evidence of theft
  - d. Report incident to authorities
  - e. Complete necessary insurance paperwork for submission
  - f. Determine cause of theft and if possible, put steps in place to prevent future theft
4. Damage to physical IT assets including computers, storage devices, printers, etc.
  - a. Immediately remove affected equipment or peripherals from network
  - b. Immediately change associated user/network passwords
  - c. If available, review any video surveillance for evidence of damage
  - d. Report incident to authorities
  - e. Complete necessary insurance paperwork for submission
  - f. Determine cause of damage and if possible, put steps in place to prevent future damage
5. Denial of service
  - a. Determine the type of attack. Analyze log files to determine that an attack is occurring and what is its nature
  - b. Utilize IPS module for potential blocking of unauthorized access
  - c. Segment affected system(s) from rest of network
  - d. Determine critical services to keep systems up and degrade or shut down unnecessary services
  - e. Get security specialists involved as quickly as possible to help analyze and protect against the attack
  - f. Monitor the attacked system closely for any changes, and address any changes
  - g. Remediate any network security holes to prevent future attacks
6. Misuse of services, information or assets
  - a. Notify Executive Director (ED)
  - b. As directed by ED, contact HR and/or legal counsel
  - c. As advised by HR and/or legal counsel, determine next steps for resolution
7. Infection of systems by unauthorized or hostile software
  - a. Immediately disconnect computer equipment from network
  - b. Immediately change associated user/network passwords
  - c. Contain the infection
  - d. Restore or reinstall system to original configuration
  - e. Put security measures in place, if applicable, to prevent future re-infection

## 6.0 Incident Response

### Incident Preparation

The following documents can be referred to in preparation of an incident:

- Cyber Security Policy
- Disaster Recovery/Business Continuity Plan
- Information Systems Policy
- Information Security Policy



## **Discovery**

Incident discovery can come from multiple sources as follows:

- Director of Business and Technology
- Systems Support Manager
- Systems Support Specialists
- Software Assistant
- Staff person or Supervisor
- A Business Partner
- Monitoring Reports
- An Outside source

## **Notification**

The notification phase covers the process of learning about a potential security incident and reporting it to the necessary person(s) at the District. All security incidents must be reported to the Director of Business and Technology who will then conduct preliminary analysis of the incident and determine whether the Incident Response Team activation is appropriate. Also, all available information regarding the incident should be logged and updated as steps proceed. This should include the following information:

- Where notification of the incident came from
- If notification came from an individual, include their contact information
- What networks, equipment or applications were affected
- Any other information that was provided in the notification including computer names, equipment, and IP addresses

## **Analysis and Assessment**

The Incident Response Team is authorized to take appropriate steps deemed necessary to contain, mitigate or resolve a security incident. The Incident Response Team is responsible for investigating suspected or reported security incidents in a timely, cost-effective manner and reporting findings to the Director of Business and Technology. The proper response to an incident will be determined by the following analysis and assessment:

- Is the incident real or perceived?
- Is the incident still in progress?
- What data or property is threatened and how critical is it?
- What is the impact on the Park District should the attack succeed? Minimal, serious or critical?
  - Minimal – A minor incident with low impact
  - Serious – A major incident with significant impact
  - Critical – A critical incident with very high impact
- What system or systems are targeted, where are they located physically and on the network?
- Is the incident inside the trusted network?

## **Response Strategy**

Determine a response strategy based on the incident:

- Is the response urgent?
- Can the incident be quickly contained?
- Will the response alert the attacker and do we care?

## **Containment**

Take action to prevent further intrusion or damage and remove the cause of the problem. This may include:

- Disconnect the affected system(s)
- Change passwords
- Block additional ports or connections from the same IP addresses

## **Prevention of Re-Infection**

Determine how the intrusion happened – Determine the source of the intrusion whether it was email, inadequate training, attack through a port, attack through an unneeded service, attack due to un-patched system or application

Take steps to prevent an immediate re-infection which may include one or more of:

- Close a port on the firewall
- Patch the affected system
- Shut down the infected system until it can be re-installed
- Re-install the infected system and restore data from backup. Be sure the backup was made before the infection
- Plan for additional user training
- Disable unused services on the affected system

## **Restore Affected Systems**

Restore affected systems to their original state. Be sure to preserve evidence against the intruder by backing up logs or possibly the entire system. Depending on the situation, restoring the system could include one or more of the following:

- Re-install the affected system(s) from scratch and restore data from backups if necessary. Be sure to preserve evidence against the intruder by backing up logs or possibly the entire system
- Make users change passwords if passwords may have been sniffed
- Be sure the system has been hardened by turning off or uninstalling unused services
- Be sure the system is fully patched
- Be sure real time virus protection and intrusion detection is running
- Be sure the system is logging the correct items

## **Documentation**

Document when the incident was discovered, who discovered the incident, what was discovered about the incident including how it occurred, where the attack came from, the Park District's response to the incident and whether the response was effective.

## **Evidence Preservation**

Make copies of logs, email and other documentable communication and maintain such information/documentation. Keep lists of witnesses and contact information for witnesses.

## **Notifying Proper External Agencies**

Notify law enforcement or other appropriate agencies if required under federal or state law and/or as necessary if prosecution of the intruder is possible.

## **Assess Damage and Cost**

Assess the damage to the organization and estimate both the damage cost and the cost of the containment efforts.

## **Review Response and Update Policies**

- Consider whether an additional policy could have prevented the intrusion
- Consider whether a procedure or policy was not followed which allowed the intrusion, then consider what could be changed to be sure the procedure or policy is followed in the future
- Was the incident response appropriate? How could it be improved?
- Was every appropriate party informed in a timely manner?
- Were the incident response procedures detailed and cover the entire situation? How can they be improved?
- Have changes been made to prevent a re-infection of the current infection? Are all systems patched, systems locked down, passwords changed, antivirus updated, email policies set, etc.?
- Have changes been made to prevent a new and similar infection?
- Should any security policies be updated?
- What lessons have been learned from this experience?

MINUTES OF a Regular meeting of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, Held at the Recreational Center, 201 Recreation Drive, Bolingbrook, Illinois, within Said District, at 7:00 P.M. on Thursday, March 18, 2021

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_, the President, and the following Park Commissioners answered present: \_\_\_\_\_  
\_\_\_\_\_.

The following Park Commissioners were absent \_\_\_\_\_  
\_\_\_\_\_.

Park Commissioner \_\_\_\_\_ presented and the Secretary read in full the following: **ORDINANCE NO. 21-04**

**ORDINANCE APPROVING PERSONNEL POLICY UPDATE**

**ORDINANCE NO. 21-04**  
**ORDINANCE APPROVING PERSONNEL POLICY UPDATE**

WHEREAS, the Bolingbrook Park District (the “Park District”) is a duly organized unit of local government organized and operating under the Constitution and laws of the State of Illinois; and

WHEREAS, the Park District derives its rights, power and authority from the various sections of the Park District Code (the “Code”); and

WHEREAS, all prior existing personnel policies of the Bolingbrook Park District shall be superseded by the Updated Personnel Policy Manual Section adopted by this Ordinance; and

WHEREAS, should any section or provision of this Ordinance or the updated Section be declared invalid, that decision shall not affect the validity of this Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

WHEREAS, the Board of Park Commissioners finds and hereby declares that it is in the best interests of the Park District to approve the Updated Personnel Policy Manual, attached hereto as Exhibit 1.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings as if said recitals were fully set forth within this Section One.

SECTION TWO: The Board of Park Commissioners of the Bolingbrook Park District shall hereby approve the Updated Personnel Policy Manual, which shall hereafter be and read as follows per Exhibit 1:

**BPD Personnel Policy Additions**

**Under 6-12**

Workplace Ethics

Workplace ethics are the set of values, moral principles, and standards that need to be followed by both employers and employees in the workplace.

Bolingbrook Park District Workplace Ethics

- Trustworthy - Able to be relied on as honest and truthful
- Respectful - Feeling or showing deference and respect
- Responsible - Having an obligation to do something or care for someone as a part of one’s job or role
- Fair – Impartial and honest
- Kind – Quality of being friendly, generous, considerate

- Good Citizen – Obeying rules and laws, helping and protecting others, being responsible for your actions and how they affect others

#### Examples of Unethical Behavior

- Lying on your resume in order to get a job
- Talking about a co-worker behind their back
- Taking credit for work you did not do
- Stealing money from a cash drawer or petty cash drawer
- Misusing company time by altering a time sheet
- Performing non-office related work on work time
- Verbal harassment/abuse
- Violence

#### Workplace Wrongdoing

The Park District does not tolerate theft of property whether from the Park District, from a patron or from a co-worker.

The Park District prohibits embezzlement, stealing, misuse of Park District funds or other financial crimes. This includes anything of value belonging to the Park District

- Equipment
- Supplies
- Paid time off/compensated staff time
- Use of phones/internet/computers, etc.

#### Whistleblower Protection

The policy is intended to protect employees “who engage in good faith disclosure of alleged wrongful conduct to a designated Park District official or public body”

Whistleblowing complaints will be:

- Handled with care and confidentiality
- Retaliation against a whistle blower is not allowed under Park District policy

#### **Recommending this change:**

#### **6-6 REPORTING IMPROPER OR UNSAFE ACTIVITY**

Employees are encouraged to act and conduct themselves at all times in the best interests of the Park District. If an employee reasonably suspects or knows that another Park District employee is engaged in or has engaged in unlawful conduct while on duty, the employee must report such misconduct and any supporting information to his or her supervisor, department head or the Executive Director. If an employee reasonably suspects that the Executive Director is engaged in such conduct, the employee must report such conduct to the Board of Park Commissioners. Employees who report or disclose information in good faith, consistent with this policy, and applicable law, will not be retaliated against for having done so and no adverse action shall be taken against an employee for reporting such information unless it is determined that such report was knowingly false.

Here's the recommendation that we have:

**Reporting Concerning Behavior**

- Expectations:
  - Promptly report concerning behavior or actions to your supervisor
  - If you are not comfortable with reporting this information to your immediate supervisor, or your immediate supervisor is involved, you should report this information to your department head, the Superintendent of Human Resources or the Executive Director
  - Employees are expected to cooperate with investigations

Could these two policies be merged together?

So instead it would look like this....

**6-6 REPORTING CONCERNING, IMPROPER OR UNSAFE ACTIVITY-BEHAVIOR**

Employees are encouraged to act and conduct themselves at all times in the best interests of the Park District. If an employee reasonably suspects or knows that another Park District employee is engaged in or has engaged in unlawful conduct while on duty, the employee must report such misconduct and any supporting information to his or her supervisor, department head, Superintendent of Human Resources or the Executive Director. If an employee reasonably suspects that the Executive Director is engaged in such conduct, the employee must report such conduct to the Board of Park Commissioners. Employees who report or disclose information in good faith, consistent with this policy, and applicable law, will not be retaliated against for having done so and no adverse action shall be taken against an employee for reporting such information unless it is determined that such report was knowingly false. Employees are expected to cooperate with investigations.

SECTION THREE: Any and all policies, resolutions or ordinances of the Park District which may conflict with this ordinance shall be, and they are hereby, repealed.

SECTION FOUR: This ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED THIS 18<sup>th</sup> day of March, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> day of March, 2021.

\_\_\_\_\_  
President, Board of Park Commissioners

ATTEST:

\_\_\_\_\_  
Secretary, Board of Park Commissioners

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the ordinance as read be approved. After a full discussion thereof, the following Park Commissioners voted:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Whereupon the President declared the motion carried and the ordinance adopted, approved and signed the same in open meeting, and directed the Secretary to record same in the records of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, which was done.

Other business not related to the passage of this ordinance was duly transacted at the meeting.

Upon motion duly made and seconded, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois



STATE OF ILLINOIS            )  
                                          ) SS.  
COUNTY OF WILL            )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the "Board") of the Bolingbrook Park District, Will County, Illinois (the "District"), and as such official I am the keeper of the records and files of the Board of Park Commissioners of said Park District.

I further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of said Board held on the 18<sup>th</sup> day of March, 2021, insofar as same relate to the adoption of the following: **ORDINANCE 21-04**

**ORDINANCE APPROVING PERSONNEL POLICY UPDATE**

a true, correct and complete copy of which ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the members of the Board of Park Commissioners on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of "AN ACT in Relation to Meetings," approved July 11, 1957, as amended (the "Open Meetings Act"), and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature at Bolingbrook, Illinois, this 18<sup>th</sup> day of March, 2021.

---

Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

## **6-6 REPORTING CONCERNING, IMPROPER OR UNSAFE BEHAVIOR**

Employees are encouraged to act and conduct themselves at all times in the best interests of the Park District. If an employee reasonably suspects or knows that another Park District employee is engaged in or has engaged in unlawful conduct while on duty, the employee must report such misconduct and any supporting information to his or her supervisor, department head, Superintendent of Human Resources or the Executive Director. If an employee reasonably suspects that the Executive Director is engaged in such conduct, the employee must report such conduct to the Board of Park Commissioners. Employees who report or disclose information in good faith, consistent with this policy, and applicable law, will not be retaliated against for having done so and no adverse action shall be taken against an employee for reporting such information unless it is determined that such report was knowingly false. Employees are expected to cooperate with investigations.

## 6-12 ETHICS

### Gifts and Gratuities

Employees of the Park District, their spouse or immediate family members living with them, must not solicit or accept any gift, gratuity or other reward from any person, business or entity that is doing business with the District or is attempting to secure business from the District. Further, they must not solicit or accept, nor should they expect people who use District programs or facilities to give gifts, gratuities or other rewards, or other monetary awards or favors for performing their job, except as otherwise provided in this section.

Please see the entire policy in Appendix F

### Employee Political Activity

An employee of the Park District serves all Park District residents equally. The political opinions or affiliations of any resident shall in no way affect the amount or quality of service he/she receives from the Park District. An individual's political affiliation, preference, or opinion will not in any way influence his/her appointment, retention, or promotion as a Park District employee. An employee of the Park District shall not be required to contribute money or service to any candidate or political party. Any contribution of money or service shall be at the sole discretion of the employee.

Park District rules do not preclude an employee from becoming a political candidate or from taking part in election campaigns and other lawful political activities. However, an employee who runs for an elective governmental office must not conduct campaign activities while on duty or at any time on Park District premises, or when they may be identified as an employee of the District by means such as uniform, insignia, motor vehicle. Political activities include, but are not limited to, running as a candidate for public office, soliciting or receiving funds for a political party or candidate for public office, soliciting votes for such party or candidate, attending political rallies, circulating petition, distribute political literature, or encouraging others to do any of the above. For purposes of this paragraph "while on duty" includes those hours you are scheduled to work and are working for the District but does not include, breaks, lunches, or other duty-free periods of time.

For the purpose of this section, employee shall mean any person paid by the Park District in any capacity whether appointed, administrative, supervisory, full-time, short-term, seasonal, and regular part-time.

Political affiliation, preference or opinion will not influence an individual's employment, retention or promotion as a Park District employee. Employees of the Park District will not be required to contribute monies to any candidate or political party, but may do so on a strictly voluntary basis.

## Workplace Ethics

Workplace ethics are the set of values, moral principles, and standards that need to be followed by both employers and employees in the workplace.

### Bolingbrook Park District Workplace Ethics

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The policy is intended to protect employees “who engage in good faith disclosure of alleged wrongful conduct to a designated Park District official or public body”

Whistleblowing complaints will be:

- Handled with care and confidentiality
- Retaliation against a whistle blower is not allowed under Park District policy

## APPENDIX F

### ETHICS POLICY

Ethics regulations have been adopted in compliance with the State Officials and Employees Ethics Act (Public Act 93-615, effective November 19, 2003, as amended by Public Act 93-617, effective December 9, 2003).

#### **Section One: Definitions**

- A. "Campaign for elective office" means any activity in furtherance of an effort to influence the selection, nomination, election, or appointment of any individual to any federal, State, or local public office or office in a political organization, or the selection, nomination, or election of Presidential or Vice-Presidential electors, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action, (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties.
- B. "Candidate" means a person who has filed nominating papers or petitions for nomination or election to an elected office, or who has been appointed to fill a vacancy in nomination, and who remains eligible for placement on the ballot at a regular election, as defined in Section 1-3 of the Election Code (10 ILCS 5/1-3).
- C. "Collective bargaining" has the same meaning as that term is defined in Section 3 of the Illinois Public Labor Relations Act (5 ILCS 315/3).
- D. "Compensated time" means, with respect to an employee, any time worked by or credited to the employee that counts toward any minimum work time requirement imposed as a condition of his or her employment, but for purposes of this Ordinance, does not include any designated holidays, vacation periods, personal time, compensatory time off or any period when the employee is on a leave of absence. With respect to officers or employees whose hours are not fixed, "compensated time" includes any period of time when the officer is on premises under the control of the employer and any other time when the officer or employee is executing his or her official duties, regardless of location.
- E. "Compensatory time off" means authorized time off earned by or awarded to an employee to compensate in whole or in part for time worked in excess of the minimum work time required of that employee as a condition of his or her employment.
- F. "Contribution" has the same meaning as that term is defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4).
- G. "Employee" means a person employed by the Park District, whether on a full-time or part-time basis or pursuant to a contract, whose duties are subject to the direction and control of an employer with regard to the material details of how the work is to be performed, but does not include an independent contractor.

- H. "Employer" means the Park District.
- I. "Gift" means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of an officer or employee.
- J. "Leave of absence" means any period during which an employee does not receive (i) compensation for employment, (ii) service credit toward pension benefits, and (iii) health insurance benefits paid for by the employer.
- K. "Officer" means a person who holds, by election or appointment, an office created by statute or ordinance, regardless of whether the officer is compensated for service in his or her official capacity.
- L. "Political activity" means any activity in support of or in connection with any campaign for elective office or any political organization, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action, (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties.
- M. "Political organization" means a party, committee, association, fund, or other organization (whether or not incorporated) that is required to file a statement of organization with the State Board of Elections or a county clerk under Section 9-3 of the Election Code (10 ILCS 5/9-3), but only with regard to those activities that require filing with the State Board of Elections or a county clerk.
- N. "Prohibited political activity" means:
- (1) Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
  - (2) Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fund raiser, political meeting, or other political event.
  - (3) Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
  - (4) Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
  - (5) Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
  - (6) Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.

- (7) Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
  - (8) Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.
  - (9) Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
  - (10) Preparing or reviewing responses to candidate questionnaires.
  - (11) Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
  - (12) Campaigning for any elective office or for or against any referendum question.
  - (13) Managing or working on a campaign for elective office or for or against any referendum question.
  - (14) Serving as a delegate, alternate, or proxy to a political party convention.
  - (15) Participating in any recount or challenge to the outcome of any election.
- O. "Prohibited source" means any person or entity who:
- (1) is seeking official action (i) by an officer or (ii) by an employee, or by the officer or another employee directing that employee;
  - (2) does business or seeks to do business (i) with the officer or (ii) with an employee, or with the officer or another employee directing that employee;
  - (3) conducts activities regulated (i) by the officer or (ii) by an employee, or by the officer or another employee directing that employee; or
  - (4) has interests that may be substantially affected by the performance or non-performance of the official duties of the officer or employee.

**Section Two: Prohibited political activities.**

- A. No officer or employee shall intentionally perform any prohibited political activity during any compensated time, as defined herein. No officer or employee shall intentionally use any property or resources of the Park District in connection with any prohibited political activity.
- B. At no time shall any officer or employee intentionally require any other officer or employee to perform any prohibited political activity (i) as part of that officer or employee's duties, (ii) as a condition of employment, or (iii) during any compensated time off (such as holidays, vacation or personal time off).

No officer or employee shall be required at any time to participate in any prohibited political activity in consideration for that officer or employee being awarded

additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise, nor shall any officer or employee be awarded additional compensation or any benefit in consideration for his or her participation in any prohibited political activity.

- D. Nothing in this Section prohibits activities that are permissible for an officer or employee to engage in as part of his or her official duties, or activities that are undertaken by an officer or employee on a voluntary basis which are not prohibited by this Ordinance.
- E. No person either (i) in a position that is subject to recognized merit principles of public employment or (ii) in a position the salary for which is paid in whole or in part by federal funds and that is subject to the Federal Standards for a Merit System of Personnel Administration applicable to grant-in-aid programs, shall be denied or deprived of employment or tenure solely because he or she is a member or an officer of a political committee, of a political party, or of a political organization or club.

**Section three: Gift ban.**

- A. Except as permitted by this Ordinance, no officer or employee, and no spouse or immediate family member living with any officer or employee (collectively referred to herein as "recipients"), shall intentionally solicit or accept any gift from any prohibited source, as defined herein, or which is otherwise prohibited by law or ordinance. No prohibited source shall intentionally offer or make a gift that violates this Section.
- B. Exceptions. Section three (A) is not applicable to the following:
  - (1) Opportunities, benefits, and services that are available on the same conditions as for the general public.
  - (2) Anything for which the officer or employee, or his or her spouse or member, pays the fair market value.
  - (3) Any (i) contribution that is lawfully made under the Election Code or (ii) activities associated with a fund-raising event in support of a political organization or candidate.
  - (4) Educational materials and missions.
  - (5) Travel expenses for a meeting to discuss business.
  - (6) A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, half-sister, and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.
  - (7) Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because



of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (i) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (ii) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (iii) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other officers or employees, or their spouses or immediate family members.

- (8) Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are (i) consumed on the premises from which they were purchased or prepared or (ii) catered. For the purposes of this Section, "catered" means food or refreshments that are purchased ready to consume which are delivered by any means.
- (9) Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of an officer or employee), if the benefits have not been offered or enhanced because of the official position or employment of the officer or employee, and are customarily provided to others in similar circumstances.
- (10) Intragovernmental and intergovernmental gifts. For the purpose of this Act, "intragovernmental gift" means any gift given to an officer or employee from another officer or employee, and "intergovernmental gift" means any gift given to an officer or employee by an officer or employee of another governmental entity.
- (11) Bequests, inheritances, and other transfers at death.
- (12) Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the exceptions listed in this Section is mutually exclusive and independent of every other.

- C. Disposition of gifts. An officer or employee, his or her spouse or an immediate family member living with the officer or employee, does not violate this Ordinance if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under Section 501(c) (3) of the Internal Revenue Code of 1986, as now or hereafter amended, renumbered, or succeeded.

#### **Section Four: Complaints/hearings.**

- A. Complaints alleging a violation of this policy shall be filed with the Ethics Commission. (Refer to Ordinance 04-02 an Ordinance Adopting State Ethics Regulations)
- B. The Commission may fine any person who intentionally violates any provision of this policy in an amount of not less than \$1,001 and not more than \$5,000. The

Commission may fine any person who knowingly files a frivolous complaint alleging a violation of this policy in an amount of not less than \$ 1,001 and not more than \$5,000. The Commission may recommend any appropriate discipline up to and including discharge.

- C. A complaint alleging the violation of this Act must be filed within one year after the alleged violation.

**Section Seven: Penalties.**

- A. A person who intentionally violates any provision of Section Three of this Ordinance may be punished by a term of incarceration in a penal institution other than a penitentiary for a period of not more than 364 days, and may be fined in an amount not to exceed \$2,500.
- B. A person who intentionally violates any provision of Section Four of this Ordinance is subject to a fine in an amount of not less than \$1,001 and not more than \$5,000.
- C. Any person who intentionally makes a false report alleging a violation of any provision of this Ordinance to the local enforcement authorities, the State's Attorney or any other law enforcement official may be punished by a term of incarceration in a penal institution other than a penitentiary for a period of not more than 364 days, and may be fined in an amount not to exceed \$2,500.
- D. A violation of Section Three of this Ordinance shall be prosecuted as a criminal offense by the Park District Attorney by filing in the circuit court information, or sworn complaint, charging such offense. The prosecution shall be under and conform to the rules of criminal procedure. Conviction shall require the establishment of the guilt of the defendant beyond a reasonable doubt.
- E. A violation of Section Four of this Ordinance may be prosecuted as a quasi-criminal offense by the Park District Attorney, or, if an Ethics Commission has been created, by the Commission through the designated administrative procedure.
- F. In addition to any other penalty that may be applicable, whether criminal or civil, an officer or employee who intentionally violates any provision of Section Three or Four of this Ordinance is subject to discipline or discharge.

MINUTES OF a Regular meeting of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, Held at the Recreational Center, 201 Recreation Drive, Bolingbrook, Illinois, within Said District, at 7:00 P.M. on Thursday, March 18, 2021

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_ the President, and the following Park Commissioners at said location answered being Present:

\_\_\_\_\_  
\_\_\_\_\_.

The following Park Commissioners were absent from the meeting:

\_\_\_\_\_.

Park Commissioner \_\_\_\_\_ present and the Secretary read in full the following: **RESOLUTION NO. 21-10**

**RESOLUTION APPROVING REQUISITION FOR CISCO SWITCH UPGRADE – MINDSIGHT INC. (CAROL STREAM)**

**RESOLUTION NO. 21-10**

**RESOLUTION APPROVING REQUISITION FOR CISCO SWITCH UPGRADE –  
MINDSIGHT INC. (CAROL STREAM)**

WHEREAS, the Bolingbrook Park District (the “Park District”) is a duly organized unit of local government organized and operating under the constitution and laws of the State of Illinois; and

WHEREAS, the Park District derives its rights, power, and authority from the various sections of the Park District Code (the “Code”); and

WHEREAS, the Board of Park Commissioners has determined that it is necessary and in the best interests of the Park District to upgrade the Cisco network switches with Mindsight Inc. as set forth in Exhibit 1 (\$128,795.69) attached hereto and made a part hereof; and

WHEREAS, the Board of Park Commissioners finds that competitive bidding is not required for this upgrade, pursuant to 70 ILCS 1205/8-1(c);

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings as if said recitals were fully set forth within this Section One.

SECTION TWO: The Requisition of Mindsight, Inc. for the Cisco switch upgrade, which is attached hereto as Exhibit 1, shall be and is hereby approved.

SECTION THREE: Any and all policies or resolutions of the Park District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage as provided by law.

PASSED THIS 18<sup>th</sup> day of March, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> day of March, 2021.

---

President, Board of Park Commissioners

ATTEST:

---

Secretary, Board of Park Commissioners

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the resolution as presented and read be approved.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said resolution as read.

Upon the roll being called, the following Park Commissioners voted:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Whereupon the President declared the motion carried and the resolution adopted, approved, and signed the same in open meeting, and directed the Secretary to record same in the records of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, which was done.

Other business not related to the passage of this resolution was duly transacted at the meeting.

Upon motion duly made and seconded, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

STATE OF ILLINOIS    )  
                                  ) SS.  
COUNTY OF WILL     )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the "Board") of the Bolingbrook Park District, Will County, Illinois (the "District"), and as such official I am the keeper of the records and filed of the District and the Board.

I further certify that the foregoing constitutes a full, true, and complete transcript of the minutes of the meeting of said Board held on the 18<sup>th</sup> day of March, 2021 insofar as same relate to the adoption of the following:

**RESOLUTION APPROVING REQUISITION FOR CISCO SWITCH UPGRADE – MINDSIGHT INC. (CAROL STREAM)**

a true, correct, and complete copy of which resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the members of the Board of Park Commissioners on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of "AN ACT in Relation to Meetings," approved July 11, 1957, as amended (the "Open Meetings Act"), and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said resolution.

IN WITNESS WHEREOF I hereunto affix my official signature at Bolingbrook, Illinois, this 18<sup>th</sup> day of March, 2021.

---

Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

**BOLINGBROOK PARK DISTRICT**

201 Recreation Drive  
Bolingbrook, IL 60440-3073

**REQUISITION****Requisition #:** REQ0004041**Date:** 03/08/2021**Vendor #:** 10938

**ISSUED TO:** Mindsight  
Attn: Hinsdale Bank & Trust Co  
PO Box 6242  
Carol Stream, IL 60197-

**SHIP TO:** Bolingbrook Park District  
Attn: Debbie Chase  
201 Recreation Drive  
Bolingbrook, IL 60440

ITEM	UNITS DESCRIPTION	PRICE	GL ACCOUNT NUMBER	AMOUNT
1	0 Network Switch Upgrade	0.00	600-600-650-9610-76000	128,795.69

**Detailed Description:**

<b>SUBTOTAL:</b>	128,795.69
<b>TOTAL TAX:</b>	0.00
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	128,795.69



MINUTES OF a Regular meeting of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, Held at the Recreational Center, 201 Recreation Drive, Bolingbrook, Illinois, within Said District, at 7:00 P.M. on Thursday, March 18, 2021

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_ the President, and the following Park Commissioners at said location answered being Present:

\_\_\_\_\_  
\_\_\_\_\_.

The following Park Commissioners were absent from the meeting:

\_\_\_\_\_.

Park Commissioner \_\_\_\_\_ present and the Secretary read in full the following: **RESOLUTION NO. 21-11**

**RESOLUTION APPROVING REQUISITION FOR LAUTERBACH & AMEN, LLP  
FOR ACTUARIAL SERVICES – VENDOR (NAPERVILLE)**

**RESOLUTION NO. 21-11**

**RESOLUTION APPROVING REQUISITION FOR LAUTERBACH & AMEN, LLP  
FOR ACTUARIAL SERVICES – VENDOR (NAPERVILLE)**

WHEREAS, the Bolingbrook Park District (the “Park District”) is a duly organized unit of local government organized and operating under the constitution and laws of the State of Illinois; and

WHEREAS, the Park District derives its rights, power, and authority from the various sections of the Park District Code (the “Code”); and

WHEREAS, the Board of Park Commissioners has determined that it is necessary and in the best interests of the Park District to renew the actuarial services contract with VENDOR as set forth in Exhibit 1 (\$7,720.00) attached hereto and made a part hereof; and

WHEREAS, the Board of Park Commissioners finds that competitive bidding is not required for the renewal of this contract, pursuant to 70 ILCS 1205/8-1(c);

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings as if said recitals were fully set forth within this Section One.

SECTION TWO: The Requisition of VENDOR for actuarial services for 2021, 2022, 2023, and 2024, which is attached hereto as Exhibit 1, shall be and is hereby approved.

SECTION THREE: Any and all policies or resolutions of the Park District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage as provided by law.

PASSED THIS 18<sup>th</sup> day of March, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> day of March, 2021.

---

President, Board of Park Commissioners

ATTEST:

---

Secretary, Board of Park Commissioners

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the resolution as presented and read be approved.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said resolution as read.

Upon the roll being called, the following Park Commissioners voted:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Whereupon the President declared the motion carried and the resolution adopted, approved, and signed the same in open meeting, and directed the Secretary to record same in the records of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, which was done.

Other business not related to the passage of this resolution was duly transacted at the meeting.

Upon motion duly made and seconded, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

STATE OF ILLINOIS    )  
                                          ) SS.  
COUNTY OF WILL     )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the "Board") of the Bolingbrook Park District, Will County, Illinois (the "District"), and as such official I am the keeper of the records and filed of the District and the Board.

I further certify that the foregoing constitutes a full, true, and complete transcript of the minutes of the meeting of said Board held on the 18<sup>th</sup> day of March, 2021 insofar as same relate to the adoption of the following:

**RESOLUTION APPROVING REQUISITION FOR LAUTERBACH & AMEN, LLP  
FOR ACTUARIAL SERVICES – VENDOR (NAPERVILLE)**

a true, correct, and complete copy of which resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the members of the Board of Park Commissioners on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of "AN ACT in Relation to Meetings," approved July 11, 1957, as amended (the "Open Meetings Act"), and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said resolution.

IN WITNESS WHEREOF I hereunto affix my official signature at Bolingbrook, Illinois, this 18<sup>th</sup> day of March, 2021.

---

Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois



**BOLINGBROOK PARK DISTRICT**  
 201 Recreation Drive  
 Bolingbrook, IL 60440-3073

# REQUISITION

**Requisition #:** REQ0004049

**Date:** 03/09/2021

**Vendor #:** 10555

**ISSUED TO:** Lauterbach & Amen, LLP  
 668 N River Road  
 Naperville, IL 60563-

**SHIP TO:** Bolingbrook Park District  
 Attn: Tricia Dubiel  
 201 Recreation Drive  
 Bolingbrook, IL 60440

ITEM	UNITS DESCRIPTION	PRICE	GL ACCOUNT NUMBER	AMOUNT
1	0 GASB 74/75 Actuarial Report - FY 2021	0.00	800-100-800-9550-62510	2,840.00
2	0 GASB 74/75 Actuarial Report - FY 2022	0.00	800-100-800-9550-62510	910.00
3	0 GASB 74/75 Actuarial Report - FY 2023	0.00	800-100-800-9550-62510	3,010.00
4	0 GASB 74/75 Actuarial Report - FY 2024	0.00	800-100-800-9550-62510	960.00

**Detailed Description:**

<b>SUBTOTAL:</b>	7,720.00
<b>TOTAL TAX:</b>	0.00
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	7,720.00



**BOLINGBROOK PARK DISTRICT**  
 201 Recreation Drive  
 Bolingbrook, IL 60440-3073

# REQUISITION

**Requisition #:** REQ0004049

**Date:** 03/09/2021

**Vendor #:** 10555

**ISSUED TO:** Lauterbach & Amen, LLP  
 668 N River Road  
 Naperville, IL 60563-

**SHIP TO:** Bolingbrook Park District  
 Attn: Tricia Dubiel  
 201 Recreation Drive  
 Bolingbrook, IL 60440

ITEM	UNITS DESCRIPTION	PRICE	GL ACCOUNT NUMBER	AMOUNT
1	0 GASB 74/75 Actuarial Report - FY 2021	0.00	800-100-800-9550-62510	2,840.00
2	0 GASB 74/75 Actuarial Report - FY 2022	0.00	800-100-800-9550-62510	910.00
3	0 GASB 74/75 Actuarial Report - FY 2023	0.00	800-100-800-9550-62510	3,010.00
4	0 GASB 74/75 Actuarial Report - FY 2024	0.00	800-100-800-9550-62510	960.00

**Detailed Description:**

<b>SUBTOTAL:</b>	7,720.00
<b>TOTAL TAX:</b>	0.00
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	7,720.00

MINUTES OF a Regular meeting of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, Held at the Recreational Center, 201 Recreation Drive, Bolingbrook, Illinois, within Said District, at 7:00 P.M. on Thursday, March 18, 2021.

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_ the President, and the following Park Commissioners at said location answered being Present:

\_\_\_\_\_  
\_\_\_\_\_.

The following Park Commissioners were absent from the meeting:

\_\_\_\_\_.

Park Commissioner \_\_\_\_\_ present and the Secretary read in full the following: **RESOLUTION NO. 21-07**

**RESOLUTION AWARDED A CONTRACT IN THE AMOUNT OF \$118,773.50 TO HACIENDA LANDSCAPING FOR DRAFKE & PLIMMER PARKS PLAYGROUND REPLACEMENT, INCLUDING ALL THREE ALTERNATES (MINOOKA, ILLINOIS)**



**RESOLUTION NO. 21-07**

**RESOLUTION AWARDING A CONTRACT IN THE AMOUNT OF \$118,773.50 TO HACIENDA LANDSCAPING FOR DRAFKE & PLIMMER PARKS PLAYGROUND REPLACEMENT, INCLUDING ALL THREE ALTERNATES (MINOOKA, ILLINOIS)**

WHEREAS, the Bolingbrook Park District ("Park District") is a duly organized unit of local government organized and operating under the Constitution and laws of the State of Illinois; and

WHEREAS, the Park District derives its rights, power and authority from the various sections of The Park District Code (the "Code"); and

WHEREAS, the Board of Park Commissioners of the Bolingbrook Park District has determined that it is necessary and in the best interests of the Park District to award a contract in the amount of \$118,773.50 to Hacienda Landscaping of Minooka, for replacement of playgrounds at Drafke and Plimmer Parks including all three alternates with said work consists of removals and grading, concrete work, playground equipment and underdrainage installation, and landscape restoration; and

WHEREAS, Hacienda Landscaping, has submitted the lowest responsible bid per the February 25, 2021 bid opening for the work which consists of all materials, labor, and equipment, as necessary for the playground projects at Drafke and Plimmer Parks including all three alternates listed in the bid documents; and

WHEREAS, the Board of Park Commissioners hereby finds and declares that it is in the best interests of the Park District to award the bid and enter into a contract;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings as if said recitals were fully set forth within this Section One.

SECTION TWO: The Board of Park Commissioners of the Bolingbrook Park District hereby approves the award of the bid to the lowest responsible bidder, Hacienda Landscaping, in the total amount not to exceed \$118,773.50 as set forth in Exhibit 1 attached hereto and made a part hereof. The Board directs staff to take the necessary steps to enter into said contract with Hacienda Landscaping of Minooka, Illinois.

SECTION THREE: Any and all policies or resolutions of the Park District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage as provided by law.

PASSED THIS 18<sup>th</sup> day of March, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> day of March, 2021.

\_\_\_\_\_  
President, Board of Park Commissioners

ATTEST:

\_\_\_\_\_  
Secretary, Board of Park Commissioners

JMO/og1/#4839-1264-7135/3.18.21

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the resolution as presented and read be approved.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said resolution as read.

Upon the roll being called, the following Park Commissioners voted:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Whereupon the President declared the motion carried and the resolution adopted, approved, and signed the same in open meeting, and directed the Secretary to record same in the records of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, which was done.

Other business not related to the passage of this resolution was duly transacted at the meeting.

Upon motion duly made and seconded, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

STATE OF ILLINOIS    )  
                                  ) SS.  
COUNTY OF WILL     )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the "Board") of the Bolingbrook Park District, Will County, Illinois (the "District"), and as such official I am the keeper of the records and filed of the District and the Board.

I further certify that the foregoing constitutes a full, true, and complete transcript of the minutes of the meeting of said Board held on the 18<sup>th</sup> day of March, 2021 insofar as same relate to the adoption of the following: **RESOLUTION 21-07**

**RESOLUTION AWARDING A CONTRACT IN THE AMOUNT OF \$118,773.50 TO HACIENDA LANDSCAPING FOR DRAFKE & PLIMMER PARKS PLAYGROUND REPLACEMENT, INCLUDING ALL THREE ALTERNATES (MINOOKA, ILLINOIS)**

a true, correct, and complete copy of which resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the members of the Board of Park Commissioners on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of "AN ACT in Relation to Meetings," approved July 11, 1957, as amended (the "Open Meetings Act"), and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature at Bolingbrook, Illinois, this 18<sup>th</sup> day March, 2021.

---

Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois



Bidder Name: Hacienda Landscaping

Address: 17840 Grove Rd.

Minooka, IL, 60447

Phone #: (815) 577-0851

## CONTRACT DOCUMENTS AND SPECIFICATIONS

### FOR

### DRAFKE PARK AND PLIMMER PARK PLAYGROUND RENOVATIONS

**BOLINGBROOK PARK DISTRICT  
301 RECREATION DRIVE  
BOLINGBROOK, IL 60440  
(630) 739-4696**

**February 25, 2021 at 10:30 A.M.**

Prepared By:



**UPLAND DESIGN Ltd.  
24042 Lockport St., Suite 200, Plainfield, Illinois 60544  
1250 W. 18<sup>th</sup> Street, Chicago, Illinois 60608  
PH: (815) 254-0091 [www.uplanddesign.com](http://www.uplanddesign.com)**

Project # 873

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10. CONTRACT
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## **ADVERTISEMENT FOR BID**

The Bolingbrook Park District will accept sealed bids for DRAFKE PARK AND PLIMMER PARK PLAYGROUND RENOVATIONS until THURSDAY, FEBRUARY 25, 2021 AT 10:30 A.M.

The proposed work consists of removals and grading, concrete work, playground equipment and underdrainage installation, and landscape restoration. Contractors bidding on the project must have a minimum of 5 years of applicable experience.

As of 10:00 A.M. FEBRUARY 8, 2021, Bid Documents are available at the Buildings & Grounds Facility offices, 301 Recreation Drive, Bolingbrook, Illinois 60440, (630) 739-4696.

Bids will be publicly opened and read at 10:30 A.M. FEBRUARY 25, 2021 at the Buildings & Grounds Facility offices, 301 Recreation Drive, Bolingbrook, Illinois 60440. Bids received after this time will be returned unopened. No oral proposals or modifications will be considered. The park district reserves the right to reject any and/or all bids, to waive any informality, and to accept the bid that is in the best interest of the Bolingbrook Park District. All contracts for the construction of public works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12).

All proposals must include a ten percent (10%) Bid Guarantee. No bidder may withdraw his proposal after the hour set for the opening thereof, or before award of the contract, unless said award is delayed for a period exceeding thirty (30) calendar days.

**INSTRUCTIONS TO BIDDERS**

**Project Identification**

**Project Name:** DRAFKE PARK AND PLIMMER PARK PLAYGROUND  
RENOVATIONS

**Project Owner:** Bolingbrook Park District  
301 Recreation Drive  
Bolingbrook, Illinois 60440

**Project Locations:** Drafke Park  
1112-1116 Quail Run Ave  
Bolingbrook, IL 60490

Plimmer Park  
401 Lily Cache Ln  
Bolingbrook, IL 60440

**Bid Opening:** Feb 25, 2021 at 10:30 A.M.  
Location  
301 Recreation Drive  
Bolingbrook, Illinois 60440

**Project Scope:** The proposed work consists of removals and grading, concrete work, playground equipment and underdrainage installation, and landscape restoration. Contractors bidding on the project must have a minimum of 5 years of applicable experience.

**Begin Work:** Work can commence no sooner than April 5, 2021. Once started, work must continue until it is complete.

**Completion Deadline:** Drafke Park – July 15, 2021  
Plimmer Park – July 15, 2021



### **Contract Documents**

The work shall be performed in accordance with the plans and specifications entitled DRAFKE PARK AND PLIMMER PARK RENOVATIONS.

### **Bid Security**

A ten percent (10%) bid security in the form of a bid bond, postal money order, certified check, or cashier's check made payable to the Owner must accompany the bid. Failure to furnish a bid security in the proper form and amount, by the time set for opening of bids, may be cause for rejection of the bid, in the absolute discretion of the Owner.

### **Preparation and Submission of Bids**

Before submitting proposal, each bidder shall examine carefully all documents pertaining to the work and visit the site to verify conditions under which work will be performed. Submission of bid will be considered presumptive evidence that the Bidder has visited the site and is conversant with local facilities and difficulties, the requirements of the documents and of pertinent State or Local Codes, State of Labor and Material Markets, and has made due allowance in his bid for all contingencies. Include in bid all costs of labor, material, equipment, allowance, fees, permits, guarantees, applicable taxes, insurance and contingencies, with overhead and profit necessary to produce a complete project, or to complete those portions of the work covered by the specifications on which proposal is made, including all trades, without further cost to the Owner. Obtain all permits and arrange for all inspections. Pay all fees and costs incurred. No compensation will be allowed by reason of any difficulties which the Bidder could have discovered or reasonably should have discovered prior to bidding.

All proposals must be made upon the bid form furnished by the Owner included herewith and should give the amounts bids for work, in numbers, and must be signed and acknowledged by the Contractor. The proposal submitted must not contain erasures, inter-lineations, or other corrections unless each correction is suitably authenticated by affixing in the margin immediately opposite the correction the surname or surnames of the person or persons signing the bid. The bid form should not be removed from the specifications booklet.

### **Award of Contract**

Award of the contract will be made to the lowest responsive, responsible bidder, as determined by the Owner. The Owner may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim, or cause of action by any unsuccessful bidder against the Owner.

### **Non-Discrimination**

During the performance of this contract, the Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; and, selection for training including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

The Contractor will comply with all provisions of the Equal Employment Opportunity as required by the Human Rights Act and rules and regulations of the Illinois Department of Human Rights published at 44 Il Administrative Code Section 750, *et seq.*

### **Contract and Insurance**

The accepted bidder shall enter into a written contract; provide the Owner with copies of Workman's Compensation and Public Liability Insurance Policies or certificates therefore, within ten (10) calendar days of the "Written Notice to Proceed" and prior to the commencement of work.

### **Sales Tax Exemption**

The Bolingbrook Park District is a municipal tax exempt body. Proof of tax exempt status is available upon request. Taxes should not be reflected in the bid price.

## **GENERAL REQUIREMENTS**

### **Provisions Included**

In resolving inconsistencies among two or more sections of the Contract Documents, precedence shall be given in the following order:

First	Agreement
Second	Laws and Regulations
Third	General Requirements
Fourth	Specifications
Fifth	Contract Drawings
Sixth	Provisions Included

### **Extra Work**

The Contractor must have a work order for extra work in writing indicating such work and same must be signed by the Owner prior to construction of such work.

### **Definitions**

- a. Contractor - The person, firm or corporation with whom Owner has entered into the Agreement.
- b. Owner - The Bolingbrook Park District
- c. Contract Documents - The Invitation to Bidders, Instructions to Bidders, Contractor's Bid (including documentation accompanying the Bid any post Bid documentation submitted prior to the Notice of Award), Addenda (which pertain to the Contract Documents), Agreement, Bonds, General Requirements including materials incorporated by the Provisions Included section, Specifications, Plans and/or Drawings as the same are more specifically identified in the Agreement, together with all amendments, modifications, and supplements issued on or after the execution of the Agreement.
- d. Subcontractor - Any person, firm or corporation with a direct contract with the Contractor who acts for or in behalf of the Contractor in executing any part of the Contract, but does not include one who merely furnishes the material.

### **Bonds**

With Bid, and attached thereto, each Bidder shall furnish Bid Security payable to the Owner in the amount of 10% of Bid Amount. The Bid security can be in the form of a bid bond, money order or cashier's check. The Bonding Company shall have an Illinois Agent and/or be an Illinois Corporation with an in-state office. Include allowance in Bid for Performance Bond and Labor and Materials Bond in the amount of 100% of the Contract Unit Price using forms provided in the Contract Documents.

### **Payment**

At least ten (10) days before each progress payment fall due (but no more than once a month), the Contractor will submit to the Owner a partial payment estimate filled out and signed by the Contractor covering the work performed during the periods covered by partial payment estimate and supported by such data as the Owner may reasonably require. The Owner will within ten (10) days after receipt of each partial payment estimate, either indicate his approval of payment or present the partial payment estimate to the Contractor indicating in writing his reasons for refusing to approve payment. In the latter case, the Contractor may make the necessary corrections and resubmit the partial payment estimate. The Owner will pay the Contractor within forty-five (45) days of presentation of an approved partial estimate submitted by the last day of the month.

The Owner shall retain ten (10) percent of the amount of each payment until final completion and acceptance of all work covered by the Contract Documents. The Owner at any time, however, after fifty (50) percent of the work has been completed, if he finds that satisfactory progress is being made, may reduce retainage to five (5) percent on the current and remaining estimates. On completion of the work, payment will be made in full including retained percentages less authorized deductions.

The Contractor shall submit Partial Waivers of Lien, including the first payout, from Contractors, Subcontractors, and Materials Suppliers for each payout. Final Payment will be made within approximately thirty (30) days of final inspection and approval and receipt of all waivers, sworn statements, guarantee statements, and other documents set forth in the Contract Documents submitted by the last day of the month.

### **Indemnification**

**Duty to Defend, Indemnify, Give Notice:** Contractor shall defend all suits brought against the Owner, and their representatives, officers agents and employees by any person (whether employed by Contractor, or not) for damage to property and/or injury to persons (including death) alleged or claimed to have been caused by or through the performance by Contractor of the work, including work required by Guarantees or the condition of the site, and shall indemnify and hold harmless the Owner, and their representatives, officers, agents, and employees in their individual or their official capacities, from and against all claims, damages, losses and expenses, including attorney's fees, caused by or growing out of, incidental to, the performance of the work covered by these Contract Documents. The Contractor shall pay, liquidate, and discharge all claims or demands for personal injury (including death), and for loss of and damage to all property caused by, growing out of or incidental to the performance of the work by the Contract Documents including, without limiting the foregoing thereto, damage to the work and other property of the Owner and including all damages for the obstruction of private driveways, streets and alleys and all costs and expenses of suits and reasonable attorney's fees.

The obligation set forth in this Section shall, but not by way of limitation, specifically include all claims and judgment arising or alleged to arise under the Illinois laws regarding Structural Work (Illinois Revised Statutes, Chapter 48, Section 60 et. seq.) and regarding the Protection of Adjacent Landowners (Illinois Revised Statutes, Chapter 17 1/2, Section 51 et. seq.). In the event of any such injury (including death) or loss or damage (or claims therefore), the Contractor shall give immediate notice thereof to the Owner. The Contractor shall not be required to indemnify and hold Harmless the individual or their official capacities for such claims or demands which result solely from their own negligence.

In any and all claims against the Owner, their respective agents, employees, and representatives in their personal capacities as individuals as well as in their public and official capacities, made by any employee of the Contractor, and Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, the indemnification obligation under this Section shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the

Contractor or any Subcontractor under any Workman's Compensation Act, any Disability Benefit Act or any other Employee Benefit Act.

**Permits, Fees and Inspection**

The Contractor shall obtain all permits and arrange for all inspections required by State, County, Local and other authorities having lawful jurisdiction. The Contractor will pay all permit fees.

**Subcontracts**

Contractor operating under direct contracts with the Owner may let Subcontractors for the performance of such portions of the work as are usually executed by special trades. All such Subcontractors shall be based on conformance with all pertinent conditions set forth in the Contract Documents. The Contractor shall not, without written consent of the Owner, make any assignments or subcontracts for the execution of any of the works hereby quoted.

**Bidder's Representative**

Bidder shall, at all times, utilize competent employees, to perform the specified work. Bidder shall provide a competent on-site Site Supervisor who possesses good command of the English language (speaking, reading, and writing) for the work location at all times when the Bidder is providing work. The site supervisor shall be authorized to act on behalf of the Bidder and to supervise the work in a manner that will comply with all requirements of the plans and specifications.

**Materials and Workmanship**

All materials shall conform to the requirements of the Contract Documents. All materials are subject to the approval by the Owner both before and after incorporation into the project. All materials shall be new, of first quality, the best workmanship, and of the latest design. This does not apply to the incorporation of existing or salvaged materials into the project if specified in the Contract Documents. Any item of labor or material not shown as a separate pay item in the Bid shall be supplies as shown on the plans or required for construction and installed as incidental to the contract.

**Utilities and Underground Facilities**

Prior to commencement of any work, the Contractor shall notify all public and private utility companies which may have facilities in the area before construction begins. The Contractor shall make necessary arrangements for having these companies protect, brace, or move their facilities as may be necessary for construction of the improvements. Costs incurred due to the moving or protection of utilities or in satisfying the requirements of the utility companies shall be incidental to the cost of the proposed improvements.

When the Contract Documents include information pertaining to the location of underground facilities, such information represents only the opinion of the Owner as to the approximate location of such utilities and is only included for the convenience of the bidder. At the locations wherein detailed positions of these facilities become necessary to the new construction, the Contractor shall, at his own expense, furnish all labor and tools to either verify and substantiate the location or establish the position of the facilities. The Owner assumes no responsibility whatever in respect to the sufficiency or accuracy of the information shown on the Contract Documents relative to the location of underground facilities or the manner in which they are to be removed or adjusted.

**Abandonment**

Should the Bidder abandon or neglect the work, or if the Owner at any time is convinced that the work is unreasonably delayed, or that the conditions of the contract is being willfully violated, or executed carelessly, or in bad faith, he may notify the Bidder in writing, and if his notification be without effect within twenty-four (24) hours after the delivery hereof, then and in that case the contractor shall discontinue all work under

the contract and the Owner shall have full authority to make arrangements for the completion of the contract at the expense of the Bidder.

**Pre-Construction Meeting**

Contractor shall attend a pre-construction meeting with the Owner prior to initiation of the work. At the meeting the Contractor shall present his schedule for performing the work as well as discuss his proposed methodology for performing the work.

**Protection of the Public, Work, and Property**

The Contractor shall provide and maintain all necessary watchmen, barricades, lights, warning signs, and other signals and take all necessary precautions for the protection of all work from damages, and shall take all reasonable precautions to protect the project property from injury or loss arising in connection with his contract.

The Contractor shall make good any damage, injury or loss to his work and to the property of the Owner resulting from lack of reasonable protective precautions, except such as may be caused by agents or employees of the Owner. He shall adequately protect adjacent private and public property, as provided by law and these specifications.

**Site Clean-Up**

The Contractor shall keep the site free from accumulations of debris, rubbish, and waste materials at all times. The Contractor shall arrange for the removal and disposition of debris, rubbish, and waste materials at no cost to the Owner. If the Contractor fails to remove any debris, rubbish, or waste materials within five (5) days of written notice to clean the site, the Owner may remove the materials and charge the cost thereof to the Contractor.

When the Contractor's equipment is operated upon an existing pavement used by traffic, the Contractor shall clean the pavement of all dirt and debris at the end of each day's operations, and at other times as directed by the Owner, the Engineer, or the roads governing authority. The cleaning work shall be considered as incidental to the contract.

**Insurance**

The Contractor shall not commence work under the Agreement until he has obtained all insurance required, and it has been approved by the Owner. All such insurance shall be purchased only from companies licensed and dully authorized by the Department of Insurance of the State of Illinois to do business in Illinois and to write the types of insurance policies as herein specified. Said companies must have a policy holder's rating of A+ and a financial rating of AAAAAA as stated in the latest edition of Best's Insurance Guide. The insurance coverage must be maintained by the Contractor until all work is completed and accepted by the Owner as set forth in the Contract Documents.

- a. Workman's Compensation and occupational disease insurance covering all employees in statutory limits who perform any obligations assumed under Agreement.
- b. Public liability and property damage liability insurance covering all operations under Agreement. Public liability insurance shall be in an amount not less than \$1,000,000 on account of any one occurrence, including accidental death. Property damage insurance shall be in an amount not less than \$1,000,000 for bodily injury per person with an aggregate limit of not less than \$2,000,000.
- c. Automobile liability insurance on all self-propelled vehicles used in connection with Agreement, whether owned, non-owned, or hired. Comprehensive automobile liability insurance shall provide not less than \$1,000,000 per person and \$1,000,000 per accident, and property damage coverage in limits of an amount not less than \$1,000,000 per accident.
- d. Public Liability and Property Damage Insurance for Owner shall include the Owner as named insured under the foregoing Public Liability and Property Damage Insurance or the Contractor shall provide a

separate policy for the Owner in accordance with the requirements under the foregoing Public Liability and Property Damage Insurance. Said insurance shall afford the Owner the same protection and in the same amounts as required in Paragraph (b) above, and shall protect the Owner from all claims for bodily injury and property damage arising from its ownership of the premises and general supervision of the work, including claims by employees of the Contractor.

Within ten (10) calendar days after receipt of the " Notice of Award", the Contractor shall file with the Owner, a Certificate of Insurance showing complete coverage of all insurance required by this Section signed by the insurance companies or their authorized agents, certifying to the name and address of the party insured, the description of the work covered by such insurance, the insurance policy numbers, the limits of liability of the policies and the dates of their expirations, with a further certification from said insurance companies that their policies will not be modified amended, changed, canceled or terminated without 30 business days prior written notice to the Owner. Such certification must be in the form acceptable to the Owner. If any form of umbrella or excess coverage policy is utilized by the Contractor, the Owner reserves the right to require a copy of the entire policy. **The Bolingbrook Park District and Upland Design Ltd. shall be named as additional insured.** (Use additional insured endorsement - Owners, Lessees or Contractors (Form B) a sample is included in this bid packet).

### **Construction Schedule**

The Contractor shall submit to the Superintendent of Projects and Planning within ten (10) days after the effective date of award a schedule outlining construction methods and a timetable for completion of the project. The construction schedule must be approved by the Superintendent of Projects and Planning prior to commencing work. All work on the project, including punch list, shall be complete by the date indicated in "Instructions to Bidders".

### **Line and Grade Stakes**

Stakes for lines and grades shall be provided by the Contractor. Prior to commencing work and before pouring or finally adjusting any structure or closing any excavation, the Contractor shall verify the correctness of any grades so as to conform to the Contract Documents.

### **Construction Observation**

The Superintendent of Projects and Planning shall observe the work on behalf of the Bolingbrook Park District and will provide general assistance during construction insofar as proper interpretation of the Contract Documents is affected. The Superintendent of Projects and Planning shall not be responsible for the acts of omission of the Contractor's superintendent or other employees.

All materials used and all completed work by the Contractor shall be subject to the observation of the Superintendent of Projects and Planning. The Contractor shall furnish such samples of materials for examination and tests as may be requested by Superintendent of Projects and Planning and shall furnish information required concerning the nature or source of any materials or equipment which he proposes to use. Any material, equipment, or work which does not satisfactorily meet the Contract Documents may be rejected by the Superintendent of Projects and Planning by giving written notice to the Contractor. All rejected materials, equipment, or work shall be promptly removed and replaced at the Contractor's expense.

### **Laws and Certification**

The Bidder shall at all times observe and comply with all Federal, State and Local laws, regulations and ordinances which in any manner affect the conduct of the work. Any complaint, claim or action brought against the Bidder for failing to observe or comply with any law, ordinance, or regulation shall be the sole responsibility of the Bidder and shall in no way extend to or expose the Owner to liability and the Bidder shall indemnify and hold harmless the Owner from any and all such complaints, claims, or actions. All workmanship and materials shall conform and comply with the requirements of the building ordinances

and rules and regulations of all departments and bureaus of the county, city and state having lawful jurisdiction. All of which are hereby made a part of these specifications, or indicated on the drawings.

### **Change Orders**

Changes to facilitate Project Improvements in the best interest of the Owner may be made by the Superintendent of Projects and Planning, with the understanding of both parties that no change in contract price is involved. Where proposed changes involve a modification to the contract sum, the contract time, or material change in the work (i.e., other than minor field changes) a written change order shall be prepared by the Bidder and approved by the Superintendent of Projects and Planning prior to any change taking place.

### **Field Representative**

Field representatives may be appointed by the Owner to see that the work is performed in accordance with the Contract Documents. Field representatives shall have the authority to condemn and/or reject defective work and materials. Field representatives shall have no authority to permit deviation from the Contract Documents and the Contractor shall be liable for any deviations made without a written order from the Superintendent of Projects and Planning.

### **Guarantee-Warranty**

The Contractor shall guarantee-warranty all materials for a period of one (1) year from date of acceptance by the Bolingbrook Park District. The warranty shall include all labor and material costs associated with repairs or replacement.

### **Substance Abuse Prevention Policy**

Pursuant to P.A. 95-0635 (the "Substance Abuse Prevention on Public Works Act"), employees of the contractor and the employees of the subcontractor are prohibited from the use of drugs or alcohol, as defined in the Act, while performing work on any public works project.

Before the contractor or subcontractor commences work, the Contractor and any Subcontractor shall have in place a written Substance Abuse Prevention Program for the prevention of substance abuse among its employees which meets or exceeds the requirements in P.A. 95-0635 or shall have a collective bargaining agreement in effect dealing with the subject matter of P.A. 95-0635.

The Contractor and any Subcontractor shall file with the public body engaged in the construction of the public works: a copy of the substance abuse prevention program along with a cover letter certifying that their program meets the requirements of the Act or a letter certifying that the Contractor or Subcontractor has a collective bargaining agreement in effect dealing with the subject matter of this Act. A certification form is attached and must be completed by the Contractor and each Subcontractor to this Contract.

### **Drug-Free Workplace Act**

Pursuant to Ill.Rev.Stat.ch 127 Para 132.311 et. Seq. ("Drug-Free Workplace Act"), the Contractor shall certify with the Owner that it will provide a drug-free workplace. A certification form is attached to this document and must be completed by the Bidder.

### **Wage Rates/Prevailing Wage Ordinance**

Each Contractor or Subcontractor performing Work on this project shall comply in all respects with all laws governing the employment of labor, Social Security, and Unemployment Insurance of both the State and Federal government. There shall be paid each employee engaged in Work under this Contract at the site of the Project, no less than the minimum wage for the classifications of labor employed in compliance with 820 ILCS 130/1 et seq., as now existing or hereafter amended. A copy of the "General Prevailing Hourly Rates" is hereafter included.

In accordance with 820 ILCS 130/5, The Contractor and each subcontractor shall 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 record shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each period, the number of hours worked each day, and the starting and ending times of work each day.

The Contractor and each subcontractor shall submit monthly, in person, by mail, or electronically, a certified payroll to the Bolingbrook Park District. The certified payroll shall consist of a complete copy of the records. 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; 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.

Upon two (2) business days' notice, the Contractor and each subcontractor shall make available for inspection the records to the Bolingbrook Park District, its officers and agents, and to the Director of Labor and his deputies and agents at all reasonable hours at a location within the State. The Contractor and each subcontractor shall permit his or her employees to be interviewed on the job, during working hours, by compliance investigators of the Department or the Department of Labor.



Will County Prevailing Wage Rates posted on 9/2/2020

Trade Title	Rg	Type	C	Base	Foreman	M-F	Overtime				Pension	Vac	Trng	Other Ins
							Sa	Su	Hol	H/W				
ASBESTOS ABT-GEN	All	ALL		44.40	45.40	1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.00	
ASBESTOS ABT-MEC	All	BLD		38.44	41.51	1.5	1.5	2.0	2.0	14.07	12.51	0.00	0.77	
BOILERMAKER	All	BLD		51.58	58.20	2.0	2.0	2.0	2.0	6.97	21.58	0.00	1.20	
BRICK MASON	All	BLD		47.58	52.32	1.5	1.5	2.0	2.0	11.20	20.51	0.00	0.97	
CARPENTER	All	ALL		49.78	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
CEMENT MASON	All	ALL		44.19	46.19	2.0	1.5	2.0	2.0	10.90	27.92	0.00	0.50	
CERAMIC TILE FINISHER	All	BLD		41.80	41.80	1.5	1.5	2.0	2.0	11.25	13.41	0.00	0.88	
COMMUNICATION TECHNICIAN	All	BLD		38.50	42.35	1.5	1.5	2.0	2.0	15.94	14.27	0.00	0.75	1.65
ELECTRIC PWR EQMT OP	All	ALL		54.60	59.90	1.5	1.5	2.0	2.0	12.72	18.42	0.00	3.40	
ELECTRIC PWR GRNDMAN	All	ALL		42.82	59.90	1.5	1.5	2.0	2.0	9.93	14.37	0.00	2.66	
ELECTRIC PWR LINEMAN	All	ALL		54.60	59.90	1.5	1.5	2.0	2.0	12.72	18.42	0.00	3.40	
ELECTRICIAN	All	BLD		47.00	51.23	1.5	1.5	2.0	2.0	16.39	19.26	0.00	1.23	4.21
ELEVATOR CONSTRUCTOR	All	BLD		58.47	65.78	2.0	2.0	2.0	2.0	15.73	18.41	4.68	0.63	
GLAZIER	All	BLD		48.35	47.85	1.5	2.0	2.0	2.0	14.79	22.67	0.00	1.28	
HEAT/FROST INSULATOR	All	BLD		51.25	54.33	1.5	1.5	2.0	2.0	14.07	14.28	0.00	0.77	
IRON WORKER	All	ALL		45.00	49.50	2.0	2.0	2.0	2.0	12.46	27.07	0.00	0.95	
LABORER	All	ALL		44.40	45.15	1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
LATHER	All	ALL		49.78	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
MACHINIST	All	BLD		49.68	52.18	1.5	1.5	2.0	2.0	7.93	8.95	1.85	1.47	
MARBLE FINISHER	All	ALL		35.73	49.05	1.5	1.5	2.0	2.0	11.20	18.71	0.00	0.87	
MARBLE MASON	All	BLD		48.71	51.38	1.5	1.5	2.0	2.0	11.20	19.98	0.00	0.95	
MATERIAL TESTER I	All	ALL		34.40		1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
MATERIALS TESTER II	All	ALL		39.40		1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
MILLWRIGHT	All	ALL		49.78	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
OPERATING ENGINEER	All	BLD	1	52.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	2	50.80	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	3	48.25	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	4	46.50	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	5	55.85	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	6	53.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	7	55.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	FLT	1	58.20	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.85	
OPERATING ENGINEER	All	FLT	2	56.70	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.85	
OPERATING ENGINEER	All	FLT	3	50.45	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.85	
OPERATING ENGINEER	All	FLT	4	41.95	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.85	
OPERATING ENGINEER	All	FLT	5	59.70	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.85	
OPERATING ENGINEER	All	FLT	6	40.00	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.85	
OPERATING ENGINEER	All	HWY	1	50.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	2	49.75	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	3	47.70	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	4	48.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	5	45.10	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	6	53.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	7	51.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
PAINTER	All	ALL		48.30	54.34	1.5	1.5	1.5	2.0	12.51	14.24	0.00	1.87	
PAINTER - SIGNS	All	BLD		39.84	44.74	1.5	1.5	2.0	2.0	2.73	3.39	0.00	0.00	
PILEDRIVER	All	ALL		49.78	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
PIPEFITTER	All	BLD		50.75	53.75	1.5	1.5	2.0	2.0	10.85	20.85	0.00	2.82	
PLASTERER	All	BLD		45.00	47.70	1.5	1.5	2.0	2.0	15.75	18.14	0.00	1.25	
PLUMBER	All	BLD		52.00	55.10	1.5	1.5	2.0	2.0	16.22	15.80	0.00	1.40	
ROOFER	All	BLD		45.45	49.45	1.5	1.5	2.0	2.0	10.88	13.31	0.00	0.91	
SHEETMETAL WORKER	All	BLD		49.07	51.52	1.5	1.5	2.0	2.0	10.85	17.51	0.00	1.14	2.32
SPRINKLER FITTER	All	BLD		50.95	53.45	1.5	1.5	2.0	2.0	13.50	16.80	0.00	0.75	
STONE MASON	All	BLD		47.58	52.32	1.5	1.5	2.0	2.0	11.20	20.51	0.00	0.97	
TERRAZZO FINISHER	All	BLD		43.54	43.54	1.5	1.5	2.0	2.0	11.25	15.81	0.00	0.90	
TERRAZZO MASON	All	BLD		47.38	50.88	1.5	1.5	2.0	2.0	11.25	17.07	0.00	0.94	
TILE MASON	All	BLD		48.75	52.75	1.5	1.5	2.0	2.0	11.25	16.90	0.00	0.95	
TRAFFIC SAFETY WORKER	All	HWY		36.75	38.35	1.5	1.5	2.0	2.0	7.95	8.20	0.00	0.75	
TRUCK DRIVER	All	ALL	1	40.70	41.25	1.5	1.5	2.0	2.0	9.90	10.84	0.00	0.15	
TRUCK DRIVER	All	ALL	2	40.85	41.25	1.5	1.5	2.0	2.0	9.90	10.84	0.00	0.15	
TRUCK DRIVER	All	ALL	3	41.05	41.25	1.5	1.5	2.0	2.0	9.90	10.84	0.00	0.15	
TRUCK DRIVER	All	ALL	4	41.25	41.25	1.5	1.5	2.0	2.0	9.90	10.84	0.00	0.15	
TUCKPOINTER	All	BLD		47.25	48.25	1.5	1.5	2.0	2.0	8.59	19.48	0.00	0.94	

## **TECHNICAL SPECIFICATIONS**

### **SCOPE OF WORK**

The proposed work consists of removals and grading, concrete work, playground equipment and underdrainage installation, and landscape restoration. Contractors bidding on the project must have a minimum of 5 years of applicable experience.

### **CLEAN-UP**

Contractor is responsible for cleanup at the end of each working day, and at the completion of the project, which shall include proper disposal of all unused materials.

### **WARRANTY**

The warranty period shall be for ONE (1) year. It shall cover all materials, labor and workmanship. The warranty period will start upon acceptance of the project by staff.

### **MATERIAL PURCHASE**

The play equipment shall be supplied by Owner and fully installed by Contractor. The Contractor fully install site furniture. Any other material or supply required for the project shall be purchased by the Contractor and fully installed.

**CONTRACTORS BID  
DRAFKE PARK AND PLIMMER PARK PLAYGROUND RENOVATIONS**

Name of Bidder: Hacienda Landscaping

Address: 17840 Grove Rd, Minooka, IL, 60447

Phone: (815) 577-0851 Fax: (815) 782-6493

Email: hacienda1911@gmail.com

Having examined the Contract Documents and having thoroughly examined the site and pertinent areas adjacent thereto, acknowledging the same to be accurate and complete insofar as pertinent details are concerned, we the undersigned agree to furnish all labor, materials, equipment, tools and services or whatever else is required for construction of the project in accordance with the Contract Documents, within the time set forth therein and at the prices included herewith.

The Bidder acknowledges receipt of the following Addenda, which are part of the Contract Documents: Numbers     ,     ,     ,     ,     .

The undersigned agrees to execute a Contract for this work and present the same to the Owner within five (5) days after the date of written notice of the award of the Contract to him. The undersigned further agrees that he will commence work not later than ten (10) days after written notice to proceed and execution and approval of the Contract and the Contract Bond(s) unless otherwise provided, and will diligently prosecute the work in such a manner and with such materials, equipment, and labor as will insure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the Contract.

Accompanying this bid is a bid security complying with the requirements of the Contract Documents, for ten percent (10%) of the total base bid price. The amount of the bid security is:

Bid Bond 10%  
(Contractor to fill in Amount)

If this Bid is accepted and the undersigned fails to execute a Contract as required herein, it is hereby agreed that the amount of the check or draft shall become the property of the Owner and shall be considered as payment of damages due to delay of said Contract. In submitting this Bid, it is understood that the right is reserved by the Owner to reject any and all Bids and it is agreed that this Bid may not be withdrawn during the period of days provided in the Contract Documents.

The base bid amount is the summation of the cost of the items of work and is equal to the summation of the extension of the unit prices. Contractor must include unit pricing for bid to be considered.

TO: **Bolingbrook Park District**

**DRAFKE PARK AND PLIMMER PARK PLAYGROUND RENOVATIONS**

301 Recreation Drive, Bolingbrook, IL 60440

The undersigned bidder has carefully examined the plans and specifications for the **DRAFKE PARK AND PLIMMER PARK PLAYGROUND RENOVATIONS**, in **Bolingbrook, Illinois** as prepared by Upland Design Ltd. and having carefully examined the site and completely familiarized him/herself with local conditions affecting the cost of the work: hereby states that he/she will provide all necessary labor, equipment, tools, machinery, apparatus and all other means of construction, do all the work and furnish all materials, called for by said plans and specifications in the manner prescribed by in accordance with the requirements of the contract, specification and drawings: and will accept as full and complete payment therefore the base bid amount which is the summation of the cost of the items of work and is equal to the summation of the extension of the unit prices.

S.Y.= Square Yard

L.F.= Linear Foot

L.S.= Lump Sum

C.Y.= Cubic Yard

S.F.= Square Foot

**Base Bid: Drafke Park**

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
1	Site Preparation, Removals and Earthwork, Complete.	1	LS	\$ 9500	\$ 9500
2	Asphalt Overlay	97	SY	\$ 45	\$ 4365
3	Concrete Paving	642	SF	\$ 8	\$ 5136
4	Curb at Playground	60	LF	\$ 30	\$ 1800
5	Integral Curb at Walk	98	LF	\$ 25	\$ 2450
6	Playground Sloped Entry	264	SF	\$ 8	\$ 2112
7	Stone Base and Geotextile Fabric	5490	SF	\$ 1.25	\$ 6862.50
8	Inlet at Basketball Court	1	EACH	\$ 1500	\$ 1500

**Play Equipment shall be purchased by the Owner. Contractor shall take delivery and fully install**

9	Install 5-12 Component Structure	1	LS	\$ 12690	\$ 12690
10	Install Swing Set and Swings	1	LS	\$ 660	\$ 660
11	JigJag Climber Single w/Firepole	1	EACH	\$ 600	\$ 600
12	Double Bobble Rider	1	EACH	\$ 600	\$ 600
13	Saddle Spinner - 16" Height	1	EACH	\$ 290	\$ 290

Contractor: Hacienda Landscaping Inc.

14	2-5 Wee Planet Climber	1	EACH	\$ 700	\$ 700
15	2-5 Seesaw 2-seats	1	EACH	\$ 800	\$ 800
<b>Site Furniture shall be purchased and fully installed by the Contractor</b>					
15	Bench with Back (Surface Mount)	3	EACH	\$ 880	\$ 2640
16	Lawn restoration and establishment including core aeration, seeding, fertilizing, and blanket cover at all disturbed areas.	1	LS	\$ 1500	\$ 1500

**Drafke Park Subtotal \$ 54,205.<sup>50</sup>**

**Base Bid: Plimmer Park**

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
17	Site Preparation, Removals and Earthwork, Complete.	1	LS	\$ 8000	\$ 8000
18	Asphalt Paving	7	SY	\$ 45	\$ 315
19	Concrete Paving	248	SF	\$ 8	\$ 1984
20	Playground Sloped Entry	96	SF	\$ 9	\$ 864
21	Stone Base and Geotextile Fabric	5879	SF	\$ 1.25	\$ 7348.75
22	4" Perf. SDR26 Playground Underdrainage	345	LF	\$ 15	\$ 5175
23	Drain Cleanout - EWF	1	EACH	\$ 100	\$ 100

**Play Equipment shall be purchased by the Owner. Contractor shall take delivery and fully install**

24	Install 5-12 Component Structure	1	LS	\$ 9000	\$ 9000
25	Install Swing Set and Swings	1	LS	\$ 1875	\$ 1875
26	DigiRider Fire Engine	1	EACH	\$ 600	\$ 600
27	Wee Planet Climber	1	EACH	\$ 700	\$ 700
28	OmniSpin Spinner	1	EACH	\$ 2300	\$ 2300
29	Seesaw - 4 seats	1	EACH	\$ 900	\$ 900

Site Furniture shall be purchased and fully installed by the Contractor					
30	Bench with Back (Surface Mount)	2	EACH	\$ 880	\$ 1760
31	Lawn restoration and establishment including core aeration, seeding, fertilizing, and blanket cover at all disturbed areas.	1	LS	\$ 1000	\$ 1000

Plimmer Park Subtotal \$ 41,981.75

Base Bid Total \$ 96,187.25

Base Bid in Writing: Ninety Six thousand One hundred Eighty Seven dollars and Twenty cents.

**ALTERNATE ITEMS:**

The following Alternate Items are not part of the Base Bid. The Owner, at their discretion, may choose some, all or none of the alternate items. The lowest bidder shall be the lowest base bid plus the chosen alternate, or no alternates.

**Add: Drafke Park**

Alternate #1: Engineered Wood Fiber Surfacing by Contractor

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
Add A1-1	Engineered Wood Fiber Surfacing	5490	SF	\$ 1.25	\$ 6862.50

Drafke Park Alternate #1 Total \$ 6862.50

Alternate in Writing: Six thousand Eight hundred Sixty two dollars and fifty Cents.

**Add: Drafke Park**

Alternate #2: Underdrainage

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
Add A2-1	Site Preparation, Removals and Earthwork, Complete.	1	LS	\$ 1000	\$ 1000
Add A2-2	4" Perf. SDR26 Playground Underdrainage	403	LF	\$ 15	\$ 6045
Add A2-3	4" Solid SDR26 Playground Underdrainage	42	LF	\$ 15	\$ 630
Add A2-4	Drain Cleanout - EWF	3	EACH	\$ 100	\$ 300
Add A2-5	Mitered Drain	2	EACH	\$ 200	\$ 400

Drafke Park Alternate #2 Total \$ 8375

Alternate in Writing: Eight thousand three hundred and seventy five

Contractor: Hacienda Landscaping Inc.

**Add: Plimmer Park**

Alternate #3: Engineered Wood Fiber Surfacing by Contractor

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
Add A3-1	Engineered Wood Fiber Surfacing	5879	SF	\$ 1.25	\$ 7348.75

Plimmer Park Alternate #3 Total \$ 7348.75

**Alternate in Writing:**

seven thousand three hundred forty eight dollars and seventy five cents.

Deviations from specifications (use additional paper if necessary).

Bidder hereby certifies:

- a. That this Bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
- b. That he has not directly or indirectly induced or solicited any other Bidder to put in a false or sham Bid.
- c. That he has not solicited or induced any person, firm, or corporation to refrain from Bidding.
- d. That he has not sought by collusion or otherwise to obtain for himself any advantage over any other Bidder or over the Owner.
- e. That all contractors and subcontractors rendering services under this contract shall comply with all provisions of the Illinois prevailing Wage Act to the extent applicable, 820 ILCS 130/01 et seq. and as amended January 1, 2010.
- f. That his is not barred from Bidding for this Contract as a result of the violation of Section 33E-3 or Section 33E-4 of the Illinois Criminal Code of 1961 (Ill. Rev. Stat. ch, 38, Paragraph 33E-1 et. seq.).
- g. That he shall comply with provisions of the Veterans Preference Act (Ill. Rev. Stat. ch. 126.5, Paragraph 23).
- h. That he shall comply with the Employment of Illinois on Public Works Act.
- i. That he shall comply with the Illinois Human Rights Act and the rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, et seq.

FIRM NAME: Hacienda Landscaping (SEAL)

ADDRESS: 17840 Grove Rd, Minooka, IL, 60447

SIGNED BY: [Signature] / February 12021  
(Signature and Date)

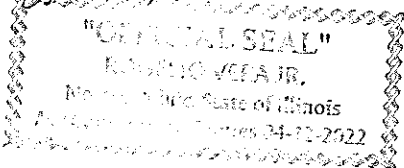
Maria Guzman  
(Printed Name)

Owner  
(Title)

ATTEST: [Signature]  
(Secretary)

Subscribed and Sworn to me before this 24 day of February, 2021

[Signature]  
(Notary Public)





**BOLINGBROOK PARK DISTRICT  
CONTRACTOR'S CERTIFICATION**

- (1) Pursuant to P.A. 85-1295 (720 ILCS 5/33E-1 *et seq.*) the undersigned contractor hereby certifies to the Bolingbrook Park District that the contractor is not barred from bidding on the contract as a result of violation of either Section 33 E-3 or 33-4 or that Act.
- (2) The contractor further certifies that the contractor is not delinquent in the payment of any tax administered by the Illinois Department of Revenue or,
- a) is contesting such liability or the amount of tax in accordance with procedures established by the appropriate revenue act, or
  - b) has entered into an agreement with the Department of Revenue for payment of all taxes due and is in compliance with that Agreement.

Dated: 24 / February / 2021

Hacienda Landscaping  
(Company)

17840 Grove Rd,  
(Mailing Address)

Minooka, IL, 60447

(815) 577-0851  
(Area Code) (Phone Number)

 Owner  
Primary Contract (Signature), Title

**BOLINGBROOK PARK DISTRICT  
ANTI-COLLUSION AFFIDAVIT OF COMPLIANCE**

María Guzman, being


first and duly sworn, deposes and says:

That he is Owner of

(Partner, Officer, Owner, etc.)

Hacienda Landscaping  
(Contractor)


The party making the foregoing proposal or bid, that such bid or proposal is genuine and not collusive, or sham: that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any contractor or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element or said bid, or that of any other contractor, or to secure any advantages against any other or any person interested in the proposed contract.

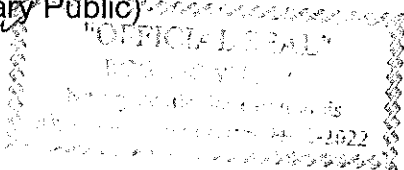
  
(Name of Contractor, if Contractor is an Individual)  
(Name of Partner, if Partner is a Partnership)  
(Name of Officer, if Contractor is a Corporation)

The above statements must be subscribed and sworn to before a notary public.  
Subscribed and sworn to

This 24 day of February, 2021.

By 

  
(Notary Public)



**BOLINGBROOK PARK DISTRICT  
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Bolingbrook Park District, its officials, agents and employees against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in anywise accrue against the Bolingbrook Park District, its officials, agents and employees, arising in whole or in part of in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in anywise result in therefore, except that arising out of the sole legal cause of the Bolingbrook Park District, its agents or employees, the Contractor shall, at its own expense, appear, defend and pay all charges of attorneys and all cost and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Bolingbrook Park District, its officials, agents and employees, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same.

Contractor expresses, understands and agrees that any performance bond or insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Bolingbrook Park District, its officials, agents and employees as herein provided.

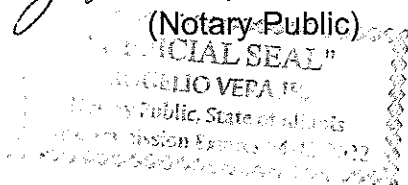
The Contractor further agrees that to the extent that money is due the Contractor, by virtue of this contract as shall be considered necessary in the judgment of the Bolingbrook Park District may be retained by the Park District to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that extent shall have been furnished to the satisfaction of the Bolingbrook Park District.

CONTRACTOR:

Hacienda Landscaping  
*[Handwritten Signature]*

ATTEST:

*[Handwritten Signature]*



**STATEMENT OF EXPERIENCE**

List five Similar Projects your organization has completed in the last 2 years that include playground installation and paving compliant with ADA to correct nonconforming pavement cross slopes and running slopes.

*\* See Attachment*

1.     Company Name:  
       Contact Person:  
       Phone:  
       Project Description:  
       Date of Completion:
  
2.     Company Name:  
       Contact Person:  
       Phone:  
       Project Description:  
       Date of Completion:
  
3.     Company Name:  
       Contact Person:  
       Phone:  
       Project Description:  
       Date of Completion:
  
4.     Company Name:  
       Contact Person:  
       Phone:  
       Project Description:  
       Date of Completion:
  
5.     Company Name:  
       Contact Person:  
       Phone:  
       Project Description:  
       Date of Completion:

## **SUBCONTRACTORS**

The following list includes all subcontractors who will perform work representing five percent or more of the total base bid. The Bidder represents that the subcontractors are qualified to perform the work required.

<b>Category</b>	<b>Subcontractor Name</b>	<b>Address</b>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

**SUBSTANCE ABUSE PREVENTION PROGRAM**

Pursuant to Public Act 95-0635, the undersigned hereby certifies that it is in compliance with the terms and provisions of the Substance Abuse Prevention on Public Works Act. In particular, the undersigned hereby represents and warrants to the Bolingbrook Park District as follows:

**[Complete either A or B below]**

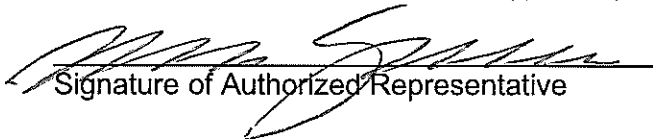
- A. The undersigned representative of the Contractor/Subcontractor certifies that the contracting entity has signed collective bargaining agreements that are in effect for all of its employees, and that deal with the subject matter of Public Act 95-0635.

Hacienda Landscaping  
Contractor/Subcontractor

Maria Guzman  
Name of Authorized Representative (type or print)

Owner  
Title of Authorized Representative (type or print)

Date: 24 / February (2021)

  
Signature of Authorized Representative

- B. The undersigned representative of the Contractor/Subcontractor certifies that the contracting entity has in place for all of its employees not covered by a collective bargaining agreement that deals with the subject of the Act, the attached substance abuse prevention program that meets or exceeds the requirement of Public Act 95-0635 **[attach a copy of the program]**.

\_\_\_\_\_  
Contractor/Subcontractor

\_\_\_\_\_  
Name of Authorized Representative (type or print)

\_\_\_\_\_  
Title of Authorized Representative (type or print)

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

\_\_\_\_\_  
Signature of Authorized Representative

## CONTRACTOR'S DRUG-FREE WORKPLACE CERTIFICATION

Pursuant to Ill.Rev.Stat. ch. 127 Para. 132.311 et. seq. ("Drug-Free Workplace Act), the undersigned contractor hereby certifies to the contracting agency that it will provide a drug-free workplace by:

- (a) Publishing a statement:
  - (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
  - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
  - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
    - (A) Abide by the terms of the statement; and
    - (B) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's or contractor's policy of maintaining a drug free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance program; and
  - (4) The penalties that may be imposed upon employees for drug violations.
- (c) Making it a requirement to give a copy of the statement required by subsection (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

**DRUG FREE WORKPLACE CERTIFICATION**  
**PAGE TWO**

(d) Notifying the contracting agency within 10 day after receiving notice under part (B) of paragraph (3) of subsection (a) from an employee or otherwise receiving actual notice of such conviction.


(e) Imposing a sanction on or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by Ill.Rev. Stat. ch. 127 Para. 132.315.

(f) Assisting employees in selecting a course of action in the event drug counseling treatment, and rehabilitation is required and indicating that a trained referral team is in place.

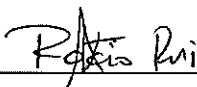
(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of this Section.

Failure to abide by this certification shall subject the

Contractor to the penalties provided in Ill.Rev.Stat. ch. 127  
Para. 132.316.

Hacienda Landscaping   
Contractor

ATTEST:



DATE: 02/24/2021



**Bolingbrook Park District  
Prevailing Wage Act  
Contractor/Subcontractor Requirements**

The Illinois Prevailing Wage Act, 820 ILCS 130/.01 *et seq.* ("the Act") required contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website at:

<http://www.state.il.us/agency/idol/rates/rates.HTM>

All contractors and subcontractors rendering services under this contract shall comply with all requirements of the Act to the extent applicable, *including but not limited to*, all wage, notice and record keeping duties.

I hereby agree to adhere to all requirements of the State of Illinois Prevailing Wage Act including changes to the Act in Public Acts 96-0185 and 96-0437 effective January 1, 2010.

Contractor: Hacienda Landscaping Date: 24 February 21

Contractor Representative Signature: 

Printed Name: Maria Guzman

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS ACT CERTIFICATION

Mañá Guzman, being

first and duly sworn, deposes and says:

That he is Owner of

(Partner, Officer, Owner, etc.)

Hacienda Landscaping  
(Contractor)

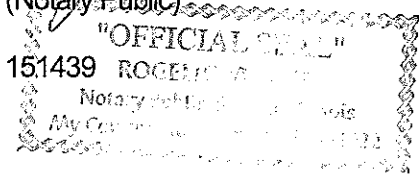
The undersigned hereby agrees that, to the extent required by the Employment of Illinois Workers on Public Works Act (30 ILCS 570/1 et seq.), as now existing or hereafter amended, the undersigned shall comply with the Illinois labor employment requirements as set forth in the Act.

Hacienda Landscaping  
(Name of Contractor, if Contractor is an Individual)  
(Name of Partner, if Partner is a Partnership)  
(Name of Officer, if Contractor is a Corporation)

The above statements must be subscribed and sworn to before a notary public.  
Subscribed and sworn to

This 24 day of February, 2021.

By Rogelio Vera  
Rogelio Vera  
(Notary Public)



**BOLINGBROOK PARK DISTRICT  
FAIR EMPLOYMENT PRACTICES  
AFFIDAVIT OF COMPLIANCE**

NOTE: THIS AFFIDAVIT MUST BE EXECUTED AND SUBMITTED WITH THE SIGNED CONTRACT FORM. NO CONTRACTS WILL BE ACCEPTED BY THE BOARD OF COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT UNLESS SAID AFFADIVIT IS SUBMITTED CONCURRENTLY WITH THE CONTRACT.

Maria Guzman  
(Name)

being first duly sworn, deposes and says that he/she is the

Owner  
(Title)

of Hacienda Landscaping  
(Name of Company)

and that he/she has the authority to make the following affidavit, that he/she has knowledge of the Bolingbrook Park District Bid Specifications and Documents and Ordinances relating to Fair Employment Practices and knows and understands the contents thereof: that he/she certifies hereby that it is the policy of

Hacienda Landscaping  
(Name of Company)

to comply with the Equal Employment Opportunity requirements in 44 Illinois Administrative Code Section 750 *et seq.*

**Section I.** This EQUAL EMPLOYMENT OPPORTUNITY CLAUSE is required by the Illinois Human Rights Act and the Rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, *et seq.*

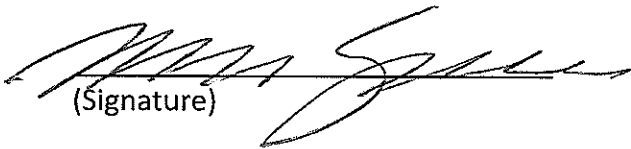
**Section II.** In the event of the Contractor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Human Right Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights (hereinafter referred to as the Department) the Contractor may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

During the performance of this Agreement, the Contractor agrees:

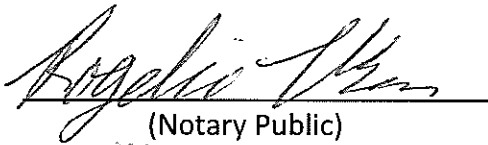
- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service; and, further, that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate action to rectify any underutilization.
- B. That, if it hires additional employee in order to perform this Agreement, or any portion hereof, it will determine the availability (in accordance with the Department's Rules and Regulations for Public Contracts) of minorities and women in the area from which it may reasonably recruit and it will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.
- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and Department's Rules and Regulations for Public Contract.
- E. That it will submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.
- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.
- G. That it will include verbatim or by reference the provisions of this Equal Employment Opportunity Clause in every subcontract it awards under which any portion of this Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this Agreement, the Contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting

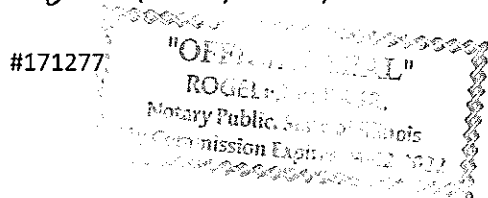
agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**Section III.** For the purposes of subsection G of Section II, "subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Contractor and any person under which any portion of the Contractor's obligations under one or more public contracts is performed, undertaken or assumed; the term "subcontract", however, shall not include any agreement, arrangement or understanding in which the parties stand in the relationship of an employer and an employee, or between a Contractor or other organization and its customers.

  
(Signature)

SUBSCRIBED and sworn to before me this 24 day of February, 2021

  
(Notary Public)



**PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS: That \_\_\_\_\_

as Principal, hereinafter called Contractor, and \_\_\_\_\_  
as Surety, hereinafter call Surety, are held and firmly bound unto the Bolingbrook Park District as Oblige, hereinafter call Owner, in the amount of \_\_\_\_\_ (Dollars) (\$ \_\_\_\_\_ (One hundred Percent of the Contract Price) for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by a written agreement dated the \_\_\_\_ day of \_\_\_\_\_, 2021 entered into a contract with Owner for:

**DRAFKE PARK AND PLIMMER PARK PLAYGROUND RENOVATIONS**

In accordance with Contract Documents prepared by:

Bolingbrook Park District  
301 Recreation Drive  
Bolingbrook, Illinois 60440

which contract is by reference made a part hereof, and is hereinafter referred as the Contract.

NOW THEREFORE, the condition of this obligation is such that if the said Contractor shall in all respects well and truly keep and perform the said Contract, and shall pay all sums of money due or to become due, for any labor, materials, apparatus, fixtures or equipment furnished for the purpose of constructing the work provided in said contract, and shall defend, indemnify and save harmless the Owner against any and all liens, encumbrances, damages, claims, demands, expenses, costs and charges of every kind except as otherwise provided in said Contract Documents arising out of or in relation to the performance of said work and the provisions of said contract, and shall remove and replace any defects in workmanship or materials which may be apparent or may develop within a period of one (1) year from the date of final acceptance, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed there under or the specifications accompanying the same shall in any ways affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work or to the Specifications.

Surety companies executing Bonds must hold Certificates or Authority as Acceptable Sureties (31 CFR 223) and be authorized to transport business in the State where the Project is located.

Signed and sealed the 24 day of February, 2021.

Hacienda Landscaping  
(Contractor)

(SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Surety)

(SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

## **LABOR AND MATERIALS BOND**

KNOW ALL MEN BY THESE PRESENTS: That \_\_\_\_\_

Principal, hereinafter called Contractor, and \_\_\_\_\_ as Surety, hereinafter call Surety, are held and firmly bound unto the Bolingbrook Park District as Oblige, hereinafter call the Owner, in the amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) (One Hundred Percent of the Contract Price) for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by a written agreement dated the \_\_\_\_ day of \_\_\_\_\_, 2021 entered into a contract with Owner for:

### **DRAFKE PARK AND PLIMMER PARK PLAYGROUND RENOVATIONS**

In accordance with Contract Documents prepared by:

BOLINGBROOK PARK DISTRICT  
301 RECREATION DRIVE  
BOLINGBROOK, IL 60440

which contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

NOW THEREFORE, the condition of this obligation is such that, if Contractor shall promptly make payment to all claimants as hereinafter defined, for all labor and material used or reasonably required for use in the performance of the Contract, then this obligation shall be void; otherwise it shall remain in full force and effect, subject, however, to the following conditions:

1. Claimant is defined as one having a direct contract with the Contractor or with a Subcontractor of the Contractor for labor, material, or both, used or reasonably required for use in the performance of the Contract, labor and material being construed to include that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental of equipment directly applicable to the Contract.
2. The above named Contractor and Surety hereby jointly and severally agree with the Owner that every claimant as herein defined, who has not been paid in full before the expiration of a period of ninety (90) days after the date on which the last of such claimant's work or labor was done or performed, or materials were furnished by such claimant, may sue on this bond for the use of such claimant, prosecute the suit to final judgment for such sum or sums as may be justly due claimant, and have execution thereon. The Owner shall not be liable for the payment of any costs or expenses of any such suit.
3. No suit or action shall be commenced hereunder by any claimant:
  - a) Unless claimant, other than one having a direct contract with the Contractor, shall have given written notice to any two of the following: the Contractor, the Owner, or the Surety above named, within ninety (90) days after such claimant did or



performed the last of the work or labor, or furnished the last of the materials for which said claim is made, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were furnished, or for whom the work or labor was done or performed. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the Contractor, Owner or Surety, at any place where an office is regularly maintained for the transaction of business, or served in any manner in which legal process may be served in the state in which the aforesaid project is located, save that such service need not be made by a public officer.

- b) After the expiration on one (1) year following the date on which Contractor ceased Work on said Contract it being understood, however, that if nay limitation embodied in this bond is prohibited by any law controlling the construction hereof such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.
  - c) Other than in a state court of competent jurisdiction in and for the county or other political subdivision of the state in which the Project, or any part thereof, is situated, or in the United States District Court for the district in which the Project, or any part thereof, is situated, and not elsewhere.
4. The amount of this bond shall be reduced by and to the extent of any payment or payments made in good faith hereunder, inclusive of the payments made in good faith hereunder, inclusive of the payment by Surety of mechanics' liens which may be filed of record against said improvement, whether or not claim for the amount of such lien by presented under and against this bond.

Surety companies executing Bonds must hold Certificates of Authority as Acceptable Sureties (31 CFR 223) and be authorized to transact business in the State where the Project is located.

Signed and sealed the \_\_\_\_\_ day of February, 2021.

Hacienda Landscaping  
(Contractor)

(SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Surety)

(SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

**THIS ENDORSEMENT CHANGES THE POLICY, PLEASE READ IT CAREFULLY**

**ADDITIONAL INSURED - OWNERS, LESSEES OR  
CONTRACTORS (FORM B)**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

**SCHEDULE**

**Name of Person or Organization**

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement).

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

The General Aggregate Limit under LIMITS OF INSURANCE (SECTION III) applies separately to each of your projects away from premises owned by or rented to you.

**AGREEMENT**

**BOLINGBROOK PARK DISTRICT  
DRAFKE PARK AND PLIMMER PARK PLAYGROUND RENOVATIONS**

This Agreement, made and concluded this \_\_\_\_\_ day of \_\_\_\_\_, 2021 between the Bolingbrook Park District, party of the first part hereinafter referred to as the Owner, and \_\_\_\_\_ his/their executors, administrators, successors or assigns, known as the party of the second part, hereinafter referred to as the Contractor.

**WITNESSETH:** That for and in consideration of the payments and agreement mentioned in the Proposal hereto attached, to be made and performed by the Owner, and according to the terms expressed in the Bond referring to these presents, the Contractor agrees with said Owner at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the Contract Documents hereinafter described and in full compliance with all of the plans of this agreement.

And it is also understood the Contract Documents as defined in the General Requirement are all essential documents of this Contract and are part thereof.

In witness thereof, the said parties have executed these presents on the date above mentioned.

**BOLINGBROOK PARK DISTRICT (OWNER)**

**(SEAL)**

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Name: \_\_\_\_\_  
(Type or Print)

Name: \_\_\_\_\_  
(Type or Print)

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

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

Hacienda Landscaping (CONTRACTOR)

**(SEAL)**

By: [Signature]

Attest: [Signature]

Name: Maria Guzman  
(Type or Print)

Name: Rocio Ruiz  
(Type or Print)

Title: Owner

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

**SECTION 00 0110**  
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**DRAWINGS – Separate Sheets**

Drawing set title: 873 – Drafke Park and Plimmer Park Playground Renovations

END OF SECTION

**SECTION 01 1300**  
**SUBMITTALS**

**1.0 CONTRACTOR'S CONSTRUCTION SCHEDULES**

1.1 Immediately after notification of Contract Award, the Contractor shall prepare and deliver to the Owner's Representative for approval, a Construction Schedule. This Schedule shall include a breakdown of the various divisions of the Work, and shall show the date of commencement and the date of completion of each division of the Work. This Schedule shall be prepared on the basis of the Contractor's stated Final Completion Date and in consultation with Contractors for any other work involved in the completion of the Project, and with the Owner's Representative's consent or direction, shall be revised from time to time as required. This Schedule shall include the Owner's equipment installation timetable (if any) as furnished by him/her.

**2.0 CONTRACTOR PAYOUTS AND LIEN WAIVERS**

2.1 Contractor shall submit payment requests in **triplicate** using standard AIA Document G702 "Application and Certificate for Payment.

2.2 Waivers of lien shall be submitted in **triplicate** from all major Subcontractors or suppliers as directed by the Owner.

**3.0 SURVEY DATA**

3.1 Contractor shall be responsible for properly laying out the Work, and for lines and measurements for the Work executed under Contract Documents. Verify figures shown on the drawings before laying out the Work, and report errors or inaccuracies in writing to the Owner's Representative before commencing work. The Owner's Representative will in no case assume responsibility for laying out the Work.

3.2 Establish necessary reference lines and permanent bench marks from which built object lines and elevations shall be established. Contractor shall establish two such bench marks in widely separated locations and be responsible for proper location and level of the work and for maintenance of reference lines and bench marks. Establish bench marks and axis lines showing exact floor elevations and other lines and dimensional reference points as required for information and guidance of all trades.

3.3 Each Subcontractor, as it applies to his/her work, shall verify grades, lines, levels, locations, and dimensions as shown on drawings and report any errors or inconsistencies to the Owner's Representative before commencing work. Starting of work by Subcontractor shall constitute acceptance.

**4.0 SHOP DRAWINGS, PRODUCT DATA, SAMPLES (SUBMITTALS)**

4.1 The contractual requirements for shop drawings, product data, and samples are specified in the General and Supplemental Conditions. The Contractor shall submit shop drawings, product data, and samples.

4.2 Within thirty (30) days after award of Contract, Contractor shall prepare a schedule of specific target dates for submission and return of Owner's Representative reviewed submittals required by Contract Documents.

4.3 No Portion of work requiring such submittal will be permitted to start until submission has been reviewed by the Owner's Representative. Changes or modification to Contract Documents shall not be initiated by corrections to submittals.

4.4 Submittals which reflect major design changes to the Contract Drawings or Specifications must be accompanied by a separate letter justifying change, and will require that a change order be executed prior to acceptance

## 5.0 SUBMITTAL PROCEDURES BY CONTRACTOR

### 5.1 Shop Drawings

A. Submit to the Owner's Representative four (4) copies of Shop Drawings for review. The Owner's Representative's check of any Contractor's Shop Drawings will cover approval of material and design only, and while figures or dimension will be checked in a general way, the responsibility for correctness of all drawings will rest with the Contractor submitting the Shop Drawings. After review, three (3) copies of the Shop Drawings with corrections or accompanying comments will be returned to the Contractor for resubmission, if required, after corrections have been made. For final resubmission, after corrections have been made, the Contractor shall send prints to the Owner's Representative for distribution. The Owner's Representative review of the Shop Drawings does not relieve the Contractor from furnishing materials and performing work as required by the Contract Documents. No extension of time will be granted for review and approval.

### 5.2 Product Data

A. Submit to the Owner's Representative three (3) copies of the manufacturer's specification, installation instructions and general recommendations for applicable products. Include manufacturer's certification or other data substantiating that the materials comply with the requirements, and are recommended by manufacturer for the application shown and specified. Indicate by copy of transmittal form that Installer has received copy of the instructions and recommendations. Hardware schedules and collection of catalog cuts such as light fixtures, site furniture, etc., shall be presented in bound brochures, three (3) copies each

### 5.3 Samples

A. Submit to the Owner's Representative two (2) samples and color data information for all finishes and finish materials.

## 6.0 DISTRIBUTION

6.1 Contractor is responsible for obtaining and distributing required submittal items to his/her Subcontractors and material suppliers after, as well as before, items are stamped "Approved."

## 7.0 SHOP DRAWINGS FILE TO OWNER

7.1 At completion of construction, Contractor shall furnish for Owner's use one (1) unused copy of all Shop Drawings, manufacturer's diagrams, literature, etc., that were used in execution of the Work.

END OF SECTION

**SECTION 01 5000**  
**TEMPORARY FACILITIES**

**1.0 GENERAL**

- 1.1 Contractor shall provide temporary facilities and controls as specified or as required for protection of the Work in accordance with applicable codes.
- 1.2 All temporary connections to utilities and services shall be acceptable to Owner and local authorities having jurisdiction thereof. OSHA Standards and Regulations shall apply if more restrictive.
- 1.3 Contractor shall note that if any part of the permanent building equipment (plumbing, heating, electrical) is used to provide temporary utilities, this shall not void or shorten the equipment guarantee provided by the Contractor and material and equipment supplier and as described in Contract Documents.

**2.0 TEMPORARY WATER**

- 2.1 The Contractor shall provide temporary water service for construction operations.

**3.0 TEMPORARY SANITARY FACILITIES**

- 3.1 Provide and maintain required sanitary facilities for work force.

**4.0 CONSTRUCTION AIDS**

- 4.1 Contractor shall furnish, maintain, and remove at completion, all temporary ladders, ramps, barricades, enclosures, fences, walks and like facilities, as required for proper execution of Work for all trades, except as otherwise specifically required under individual section.
- 4.2 All such apparatus, equipment, and construction shall meet all requirements of OSHA and other applicable state or local laws.
- 4.3 Contractor and each of their Subcontractors, for their own use, shall provide all scaffolding required for execution of their own work. Scaffolding shall not be built into walls of buildings.

**5.0 WATER AND SNOW CONTROL**

- 5.1 From commencement to final payment Contractor shall keep all parts of the Work free from accumulation of water, snow and ice for the protection of their Work. Protect the Work against weather damage.

**6.0 TEMPORARY FIELD OFFICES**

- 6.1 Contractor, at his/her option, shall provide and maintain a field office. Construction sheds, trailers and temporary offices provided by Contractor shall be maintained in good condition. Field office is not a pay item and if included at Contractor's option will be considered incidental to the project cost.

**7.0 TEMPORARY LIGHT AND POWER**

- 7.1 The Contractor shall provide electrical power during construction operations.



7.2 Contractor shall provide his own extension cords and lamps, if required, and shall also be responsible to see that these are furnished by or for each of his/her Subcontractors as they may be required.

7.3 Where service of characteristics, quality or locations other than described above may be required, each Contractor requiring same shall provide such additional service and necessary equipment at his/her own expense.

#### 8.0 SHORING AND BRACING

8.1 The Contractor shall provide, install and maintain all shoring and bracing or other devices necessary to maintain all aprons, curbs, pavements, and existing structure, etc., at their present levels and in their present location and condition during construction. Demolish all such work after it is not needed and required and remove it from the premises.

END OF SECTION

**SECTION 01 2100**  
**SITE PREPARATION AND PROTECTION OF EXISTING FACILITIES**

1.0 GENERAL

1.1 Description

- A. This work shall consist of the complete removal of all items called for in the plans and specifications or as otherwise implied in a safe and orderly manner creating as little disturbance as possible.
- B. All areas indicated for construction of any kind shall be cleared of any debris, undergrowth, weeds, stumps, roots, and marked trees which might interfere with the progress of that work. Unmarked trees or any plant material indicated to be saved by the Owner or Owner's Representative shall be given special protection as specified.

2.0 PRODUCTS (not applicable)

3.0 EXECUTION

3.1 Safety of Operations

- A. Work site safety is the Contractor's responsibility. During removal operations, proper signs and security fence shall be installed by the Contractor prior to commencing work. Barricades shall be used to warn and protect the public against hazards. If a street must be temporarily closed to traffic, it shall be the Contractor's obligation to make arrangements for permission from the governing agency prior to closing. After such approval is obtained, the Contractor shall notify the Owner, local law enforcement, and Fire Department of actual times and dates of closure.

3.2 Protection and restoration of Items to Remain

- A. Locations and dimensions shown in the Drawings for existing facilities are in accordance with available information obtained without uncovering, measuring or other verification and are not guaranteed. The Contractor shall protect from damage private and public utilities encountered during the Work. The Contractor shall, before an excavation begins, call J.U.L.I.E. or Digger (depending on service location).
- B. Extreme care shall be utilized when removing any item adjacent to structures, utilities, paving, vegetation or any item not indicated for removal or relocation whether shown on the Drawings or not. These items shall be properly protected as required to keep them from damage or other disturbance of any kind during the course of work. Existing utilities shall be protected and maintained to prevent leakage, settlement or other damage. Damage to any of the above shall be repaired or replaced to former condition as required by the utility company or Owner at the Contractor's expense. Repair of damaged utility shall be completed within 24 hours of damage occurring.
- C. The Contractor shall, at no additional cost to the Owner, provide and install safeguards acceptable to the Owner to protect public and private property. During removal operations, proper signs and security fence shall be installed by the Contractor prior to commencing work. Barricades shall be used to warn and protect the public against hazards.
  - 1. If a street must be temporarily closed to traffic, it shall be the Contractor's obligation to make arrangements for permission from the governing agency prior to closing. After such approval is

obtained, the Contractor shall notify the Owner, local law enforcement, and Fire Department of actual times and dates of closure.

2. If public or private property is damaged or destroyed or its use interfered with by the Contractor, the Contractor's agents or the Contractor's employees, such interference shall be terminated and damaged or destroyed property repaired and restored immediately to its former condition by the Contractor at the Contractor's expense.
3. Should the Contractor refuse or not respond promptly to a written request to restore damaged or destroyed property to its original condition, the Owner may have such property restored by other means at the Contractor's expense.

### 3.3 Protection and Restoration of trees, shrub and plant material

- A. Trees, shrubs, plants, and other landscaping not designated for removal shall be left in place and protected from damage or injury during construction. The Contractor shall provide full and adequate protection against construction damage to all landscaping that is to remain.
- B. No traffic, storage of Equipment, vehicles or materials shall be allowed within the drip line of trees not designated for removal unless plans permit such activity. In addition, plans may indicate no-construction activity areas that are larger than the dripline (see plan notes).
- C. Where excavation operations occur and where tree roots 2 inch or greater in diameter are discovered, the Contractor shall promptly notify the Owner's Representative, who will determine how these tree roots are to be handled.
- D. Root pruning shall occur on all tree roots larger than one inch diameter. Such roots shall be cleanly cut in place. Root pruning shall be done so as not to disturb remaining fibrous roots.
- E. Promptly cover exposed roots and maintain moisture on them to keep them alive.
- F. Failure to promptly preserve the viability of roots on trees to be saved may result in the Owner making corrective action. Given the urgency needed in keeping desirable tree roots alive, the Owner may take such action following as little as twenty-four hour notice to the Contractor. Reasonable costs for any and all such action by Owner may be charged to the Contractor and/or deducted from project monies due to the Contractor.

### 3.4 Plant Damage Compensation

- A. The Owner shall be reimbursed for trees or other plant material not ordered or designated to be removed but that are destroyed or irreparably damaged by Contractor operations as determined by the Owner's Representative. At a minimum, the Contractor shall reimburse Upland Design and/or other Owner consultant for time and materials expended related to tree damage (such as meetings, measuring, preparing reports and preparing change orders)
- B. Damage to tree trunks, branches and roots shall be reported to the owner's representatives immediately.
- C. The penalty for each incidence of trunk damage to trees shall be \$450.00.
- D. The penalty for each incidence of branch or root damage shall be \$100.00 per caliper inch.

- E. The penalty for compaction of soil by unauthorized vehicle travel on the grounds shall be \$.45 per square foot of traveled area.
- F. Where the damaged tree is a heritage tree or landscape specimen, the reimbursement amount will be based on a benefit-based-valuation. This service is to be conducted by a certified arborist trained in tree appraisals that is approved by the Owner and the cost of the service will be borne solely by the contractor.
- G. The penalty for damage to a shrub shall be the removal and replacement cost as determined by at least two written quotes obtained by the Owner.

### 3.5 Removal Responsibility

- A. All debris, paving, equipment, fencing, trees, stumps, sod or soil to be cleared and removed from the project area shall be legally disposed of off site at the arrangement and expense of the Contractor. No materials will be stockpiled on site for future disposal; materials used for fill or topsoil may be stored on site. No excavation areas will be left in unsafe or unsightly conditions at day's end. The Contractor will be responsible for all transportation and disposal fees associated with this work. Burning of any materials on site is prohibited unless indicated otherwise on plans.

END OF SECTION

**SECTION 01 5713**  
**EROSION CONTROL**

1.0 GENERAL

1.1 Description

A. Erosion Control shall consist of furnishing all labor, materials, tools and equipment necessary to place riprap material, silt fencing, erosion control blankets and triangular silt dikes in the locations indicated on the drawings .

1.2 Incorporated Specifications

A. The following specifications are incorporated into the document

1. "Standard Specifications for Road and Bridge Construction" – latest edition - Illinois Department of Transportation
  - a. Section 280 Temporary Erosion Control
  - b. Article 1005.01 Stone for Erosion Protection, Sediment Control and Rockfill
  - c. Article 1081.10 Special Erosion Control Materials
  - d. Article 251.04 Erosion Control Blanket
2. Contractor shall adhere to the above specifications unless applicable items of work or materials are modified herein.

2.0 MATERIALS

2.1 Riprap

A. Riprap fill shall consist of sound, durable cobbles and crushed rock having a maximum diameter of eight inches (8") as measured in the smallest dimension. Riprap shall be well graded and meet the gradation requirements for RR3 in accordance with the above referenced and incorporated specification.

2.2 Silt Fence

A. Silt fence shall be polypropolyne fabric. Stakes for silt fence shall be wooden or metal and at least five feet (5') long.

2.3 Erosion Control Blanket

A. 3:1 and Greater Slopes shall be Curlex I Single Net. As manufactured by:

1. American Excelsior Company, 850 Avenue H East, Arlington, Texas 76011, (800) 777-7645
  - a. All staples shall be E-Staple, 4-inch bio-degradable. As manufactured by: American Excelsior Company OR [www.Greenstake.com](http://www.Greenstake.com)

B. Erosion control blanket shall be approved by the Department of Transportation. All netting shall be single sided and white UV reactive. Netting shall begin to bio-degrade within 15-18 months of installation. Netting shall have an opening between 1/2" x 1/2" and 2" x 1". Staple shall be 100% Polyhydroxyalkanoate (PHA) plastic, biodegradable from microbial activity in accordance to ASTM D5338 and ASTM D5271. Staples shall completely biodegrade within 24 months of installation. Staples shall be 4 inches (4") in length, T-Shaped and have barbed head and shoulders.

## 2.4 Triangle Silt Dike Barrier

- A. Triangular silt dike barrier shall be urethane foam and geotextile fabric and shall have protective aprons on both sides of the barrier. Barrier shall be eight inches (8") wide.

## 3.0 EXECUTION

### 3.1 Riprap Installation

- A. Riprap shall be placed in a twelve inch (12") thick layer or as shown on the drawings or as directed by Owner and worked as required to provide a well graded matrix of stone pieces.

### 3.2 Silt Fence

- A. Silt fencing shall be placed in the locations shown on the plans and in accordance with the above incorporated specifications. Staking shall be a minimum of eight feet (8') apart. Silt fence shall remain in place for the duration of the construction project and shall only be removed with prior approval.

### 3.3 Erosion Control Blanket

- A. Erosion control blankets shall be placed in accordance with the above incorporated specifications. Before barrier installation, ensure areas to be covered are smooth and free of ruts, depressions, rocks or clods over eighteen inches (18") in diameter, sticks and any other debris that will prevent contact between the blanket and soil. Erosion control blanket to be installed within 24 hours after seeding. Staking shall be a minimum of six feet (6') apart and staked per the manufacturer's instructions.

### 3.4 Triangular Silt Dike Barrier

- A. Triangular silt dike barrier shall be placed in the locations shown on the plans and in accordance with the above incorporated specifications.
- B. Secure triangular silt dike by burying the first six inches (6") of the leading edge apron in a two to three inch trench. 4 to 5 staples shall be used on the front apron and 4 to 5 staples shall be used on the rear apron on each seven foot (7') section. Water flow is not allowed under the barrier.
- C. The barrier shall remain in place for the duration of the construction project and shall only be removed with prior approval. Contractor shall routinely inspect and maintain the barrier. Contractor to ensure that barrier is free of accumulated silt, debris, and other miscellaneous material. Accumulated sediment deposit shall be removed if more than eight inches (8"). Torn or punctured barrier shall be repaired or replaced as directed by the Owner's Representative.
- D. Contractor shall be required to obtain approval for removal of silt fence. Remove fence, take off site, fill in trenches with topsoil, seed, cover with blanket, and roll as needed to match existing grade and conditions.

END OF SECTION

**SECTION 01 7300**  
**EXECUTION REQUIREMENTS**

1.0 GENERAL

1.1 Summary

- A. This Section includes general procedural requirements governing execution of the Work including, but not limited to, the following:
1. Construction layout.
  2. General installation of products.
  3. Progress cleaning.
  4. Starting and adjusting.
  5. Protection of installed construction.
  6. Correction of the Work.

2.0 PRODUCTS (Not Used)

3.0 EXECUTION

3.1 Examination

- A. Existing Utilities: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning site work, investigate and verify the existence and location of underground utilities and other construction affecting the Work.
1. Before construction, verify the location and invert elevation at points of connection of storm sewer, and sanitary sewer.
  2. Verify location of existing water lines, electric and private utilities.
- B. Acceptance of Conditions: Examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
1. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of conditions.

3.2 Preparation

- A. Field Measurements: Take field measurements as required to fit the Work properly. Re-check measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- B. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- C. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Owner's Representative. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents.

3.3 Construction Layout

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Owner promptly.
- B. General: Lay out the Work using accepted surveying practices.

1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
  2. Establish dimensions within tolerances indicated.
  3. Inform installers of lines and levels to which they must comply.
  4. Check the location, level and plumb, of every major element as the Work progresses.
  5. Notify Owner when deviations from required lines and levels exceed allowable tolerances.
- C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and invert elevations.
- D. Building Lines and Levels: Locate and lay out control lines and levels for structures. Transfer survey markings and elevations for use with control lines and levels. Level foundations from two or more locations.

### 3.4 Field Engineering

- A. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.

### 3.5 Installation

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
1. Make vertical work plumb and make horizontal work level.
  2. Conceal pipes, ducts, and wiring in finished areas, unless otherwise indicated.
- B. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- C. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- D. Tools and Equipment: Do not use tools or equipment that produces harmful noise levels.
- E. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

### 3.6 Progress Cleaning

- A. General: Clean Project site and work areas daily, including common areas. Coordinate progress cleaning for joint-use areas where more than one installer has worked. Enforce requirements strictly. Dispose of materials lawfully.
1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
  2. Do not hold materials more than 7 days during normal weather or 3 days if the temperature is expected to rise above 80° F.
  3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.



1. Remove liquid spills promptly.
  2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- F. Waste Disposal: Burying or burning waste materials on-site will not be permitted. Washing waste materials down sewers or into waterways will not be permitted.
- G. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- H. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period.
- I. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

### 3.7 Protection of Installed Construction

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.

### 3.8 Correction of the Work

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes.
1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Restore permanent facilities used during construction to their specified condition.
- C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.

END OF SECTION

**SECTION 01 7700**  
**PROJECT CLOSEOUT**

**1.0 CLEANING UP**

- 1.1 Contractors shall, prior to punch list preparation, remove trash and debris and clean all walks, drives and parking areas.
- 1.2 Upon completion of work, Contractor shall remove all temporary structures, fences, surplus materials, and rubbish of every kind from site and dispose of legally, except in cases where permits require silt fences to remain.
- 1.3 If Contractor fails to clean up, the Owner may do so and the cost thereof shall be charged to the Contractor as provided in the General Conditions.

**2.0 AS-BUILT DRAWINGS/SPECIFICATIONS**

- 2.1 Contractor shall maintain one set of Drawings and one set of bound specifications on which he/she shall record every deviation that is made from original drawings and specifications at the time the change is made.
- 2.2 Contractor shall keep a neat and complete record of exact manner in which all work is installed. Dimensions shall be included to accurately locate items that will be concealed and which may later be necessary to locate for service.
- 2.3 This record set of drawings and specifications shall be kept by Contractor at the job site for inspection by the Owner and the Owner's Representative.
- 2.4 At completion of the Work, Contractor shall arrange above records in order properly indexed and certify by endorsement thereof that each of the revised drawings and specifications is complete and accurate.
- 2.5 Before final payment is made, the Contractor shall deliver the annotated as-built drawings and specifications to the Owner's Representative. The as-built drawings and specifications created by the Contractor at all times remain the property of the Owner.
- 2.6 No review or receipt of such records by the Owner or the Owner's Representative of any deviation from the Contract Documents does in any way relieve the Contractor from his/her responsibility to perform the work in accordance with the Contract Documents
- 2.7 Where indicated on the Drawings, as-built drawings shall be a topographic survey that is prepared and sealed by an Illinois licensed surveyor. See Drawings for additional requirements. Items 2.1 through 2.6 above shall also apply.

### 3.0 PUNCH LIST

3.1 Upland Design Ltd. and the Owner shall make a final inspection of work after Contractor notifies the Owner that work is substantially complete. The Contractor will be notified in writing of incomplete and/or unaccepted items in a written punch list. These items, if any, are to be corrected or completed before final acceptance is granted by Owner. Failure of the Owner's Representative to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Following Contractor completion of all punch list work, Owner shall provide a written notice of final acceptance to Contractor.

### 4.0 MAINTENANCE AND OPERATION INSTRUCTION

4.1 Prior to final payment, Contractor shall arrange all technical instruction of Owner's maintenance personnel, either by his/her own or the equipment manufacturer's personnel.

### 5.0 GUARANTEES

5.1 The Contractor shall guarantee all workmanship and materials, including plant material for a period of one (1) year from the date of the final acceptance letter, except where certain guarantees are otherwise specified in writing to be longer than one year.

5.2 At the completions of the work, all such guarantees covering material, workmanship, maintenance, etc., as specified, shall be procured by the Contractor from the various suppliers and subcontractors, and forwarded to the Owner, together with a letter, addressed to the Owner, giving a summary of guarantees attached stating, the character of work, name of the Contractor, name of the material or equipment supplier, period of guarantee and condition of guarantee. This shall be done within fifteen (15) days of the punch list date.

5.3 Neither the final payment nor termination of the guarantee period, nor any provision in the Contract Documents, shall relieve the Contractor of the responsibility for negligence, faulty materials or workmanship within the extent and period provided by law. Upon written notice, the Contractor shall remedy any defects, and shall pay all expenses for damage to other work resulting from that defect.

5.4 If the drawings and/or specifications provide for methods of construction and installation, or materials which cannot be guaranteed by the Contractor for the indicated period, the Contractor shall so inform the Owner in writing prior to submitting a bid. Otherwise the Contractor shall guarantee all methods of construction and installation, and materials for the indicated period of time.

END OF SECTION

**SECTION 11 6813**  
**PLAYGROUND EQUIPMENT**

**1.0 GENERAL**

**1.1 Description**

- A. Playground equipment shall consist of all labor, equipment and materials necessary for complete installation of play equipment or site furniture specified.
- B. As part of this work, the Contractor shall coordinate with manufacturer delivery and secure storage of all play equipment. Contract bid includes the coordination and labor necessary to install a complete playground system. This shall also include checking freight tickets, providing a copy to the Owner's Representative and inspection of items shipped.

**1.2 Specifications and Standards**

- A. Play equipment installation shall conform to the most current standard:
  - 1. ASTM 1487-Specification for Playground Equipment for Public Use
  - 2. ASTM F1292-Specification for Attenuation of Surface Systems Under and Around Playground Equipment
  - 3. United States Consumer Product Safety Commission Handbook for Public Playground Safety, latest publication
  - 4. American with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities: Play Areas: Final Rule

**2.0 MATERIALS**

**2.1 Play Equipment and Site Furniture**

- A. All equipment shall be as designated on the plans or approved equal. The Contractor shall not modify equipment.

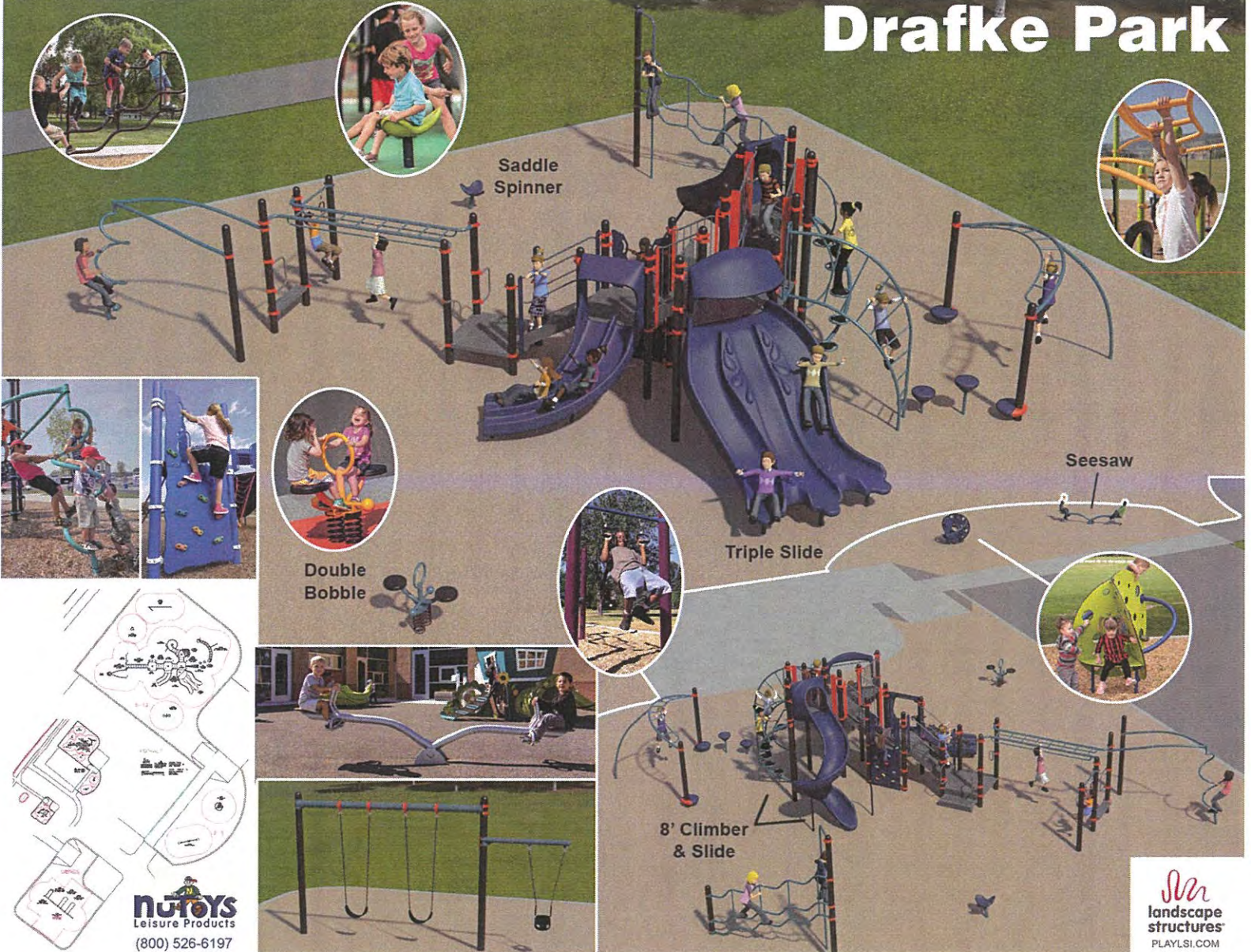
**3.0 EXECUTION**

**3.1 Installation**

- A. All equipment detailed on the drawings and specified herein shall be installed per manufacturer's specifications and recommendations, unless otherwise described specifically herein, or on the plans.
- B. Contractor shall acquire instructions for proper installation from the specific manufacturer. If any manufacturer does not provide installation specifications after request by the Contractor, the Owner's representative shall be notified before installation occurs.
- C. Contractor shall uncrate, inspect, clean and assemble all playground equipment and site furniture as necessary to install complete and usable items.
- D. Concrete footings shall be installed at all play equipment. Concrete shall conform to concrete specification. Footings shall be dimensioned as per the manufacturer's specification and/or the plans and details, which ever specifies the larger dimensions.
- E. Contractor shall be responsible for trimming all bolts and other similar fastener items to meet specifications noted herein. Contractor shall ensure all tags, staples and stickers are removed from play equipment except for those required by incorporated specifications and standards.

**END OF SECTION**

# Drafke Park



Saddle Spinner

Seesaw

Triple Slide

Double Bobble

8' Climber & Slide



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 La Grange, IL 60525  
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 708-579-0109 (fax)  
 1-800-526-6197

December 8, 2020

DRAFKE PARK  
 BOLINGBROOK, IL  
 OPTION 1 REVISED  
 PLAYBOOSTER

<u>QTY.</u>	<u>NO.</u>	<u>DESCRIPTION</u>
<b>5-12 Area</b>		
1	146812A	Sky Rail Climber 72"Dk DB
2	152907B	Deck Link w/Barriers Steel end panels 2 Steps
1	152908C	Deck Link w/Handrails Permalene infill panel 3 Steps
1	229832A	Dot-to-Dot Climber
1	145624A	Vertical Ascent 48"Dk
1	122197A	90* Triangular Tenderdeck
1	111229A	Square Deck Extension
2	111228A	Square Tenderdeck
1	185852A	Transfer Step w/2 Handloops DB
1	111231A	Triangular Tenderdeck
1	116244A	Pipe Barrier Above Deck
1	201545A	Blender Spinner DB <sup>1</sup>
1	120901A	Grab Bar
1	141887B	Access/Landing Assembly Seat Barrier Right 16"Dk
1	119430A	Overhead Parallel Bars/Horiz Ladder
1	184489C	Overhead Trekker Ladder w/o Deck Connections DB
1	130873A	Ring Pull
2	111404G	100"Alum Post DB
3	111404F	108"Alum Post DB
3	111404E	116"Alum Post DB
2	111404D	124"Alum Post DB
2	111404C	132"Alum Post DB
2	111404O	132"Steel Post DB 42" BURY
3	111404A	148"Alum Post DB
2	111404K	156"Alum Post DB
3	111404Z	182"Steel Post DB 44" Bury
1	144414A	Cloudburst Triple Slide 72"Dk DB1
1	130798A	Double Swirl Slide 48"Dk DB
1	222708B	WhooshWinder Slide 96"Dk DB1
1	120711A	Pod Climber 16" DB
1	120712A	Pod Climber 24" DB

ALSO:

1	201889A	JigJag Climber Single w/Firepole Aluminum Posts and DB Only1
1	164075B	Double Bobble Rider DB
1	152179A	Saddle Spinner DB 16"Height

**2-5 Area**

1	200677A	Wee Planet Climber DB
1	148636A	Seesaw 2-Seats DB

**Swings**

2	174018A	Belt Seat Proguard Chains 8' Beam
1	176038G	Full Bucket Seat ProGuard Chains for Toddler Swing
1	177332A	Single Post Swing Frame 8' Beam
1	177337A	Toddler Swing Add-On Beam

# Plimmer Park

## Option 2



Friendship Swing



Fire Engine Rider

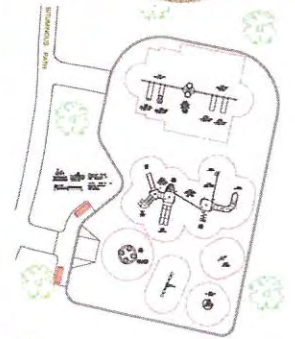


Wee Planet Climber



OmniSpin

4-Seat Seesaw



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 1-800-526-6197

December 8, 2020

PLIMMER PARK  
 BOLINGBROOK, IL  
 OPTION 3 REVISED  
 PLAYBOOSTER

QTY.      NO.      DESCRIPTION

**PlayBooster Component System**

1	152907B	Deck Link w/Barriers Steel end panels 2 Steps
1	201887B	JigJag Climber w/Permalene Handhold (Right) 72"Dk1
1	176078B	Lollipop Climber 72"Dk DB
1	202594A	Portal Climber w/Permalene Handhold (Left) Equal Decks 72"Dk DB Only
1	176079A	Sunbeam Climber
1	152911C	Curved Transfer Module Left 48"Dk DB
2	111228A	Square Tenderdeck
1	111231A	Triangular Tenderdeck
1	166809A	E-Pod Seat
1	111404G	100"Alum Post DB
1	111404D	124"Alum Post DB
2	111404C	132"Alum Post DB
4	111404A	148"Alum Post DB
2	111404M	148"Steel Post DB
2	111404Z	182"Steel Post DB 44" Bury
1	123337A	Single Slide 48"Dk DB
1	130390A	Double Swoosh Slide 72"Dk DB1
1	124863F	SlideWinder2 72"Dk DB 1 Straight 2 Left

ALSO:

1	233054B	DigiRider Fire Engine DB
1	200677A	Wee Planet Climber DB
1	173591A	OmniSpin Spinner Surface Mount <sup>1</sup>
1	148637A	Seesaw 4-Seats DB

SWINGS:

2	174018A	Belt Seat Proguard Chains 8' Beam
1	237297A	Friendship Swing w/Single Post Frame Additional Bay 52" Bury ProGuard
1	176038A	Full Bucket Seat Proguard Chains 8' Beam
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness Proguard Chains 8' Beam
1	177344A	Single Post Swing Frame 52" Bury 8' Beam Height Only
1	177345A	Single Post Swing Frame 52" Bury Additional Bay 8' Beam Height Only

**SECTION 12 9300**  
**SITE FURNITURE**

**1.0 GENERAL**

**1.1 Description**

- A. This work shall consist of all labor, equipment and materials necessary for complete installation of all specified site furniture. Site furniture that is specified in and around play areas shall also conform to SECTION 11 6813, Playground Equipment.
- B. As part of this work, the Contractor shall coordinate with Owner for delivery, and storage of site furniture. Contract bid includes the coordination and labor necessary to install site furniture completely. This shall also include checking freight ticket, providing a copy to the Owner's representative, and inspection of items shipped. Contractor to provide secure storage of equipment prior to installation. In the event of damaged or missing parts, the Contractor shall immediately notify the distributor/vendor and the Owner.

**2.0 MATERIALS**

**2.1 Site Furniture**

- A. All site furniture shall be as designated on the plans or approved equals as per the Specifications. The Contractor shall not modify site furniture.

**3.0 EXECUTION**

**3.1 Installation**

- A. All site furniture shall be installed as per manufacturer's specifications and recommendations and shall follow all plans and details. Wherever the details and manufacture's specifications do not agree on footing size, the larger footing shall prevail. Wherever the details and manufacturer's specifications do not agree on any other item, the Owner shall be notified and a decision rendered.
- B. Contractor shall be responsible for trimming all bolts and other similar fastener items to within one-quarter inch (1/4") of the nuts/fasteners. All fasteners shall be secured in a manner that will prevent removal: such as peening, tack welding, or tamper proof fasteners.

**END OF SECTION**

*model no:*

PP300D, PP300P, PP300R, PP301D, PP301P,  
PP301R, PP302D, **PP302P**, PP302R, PP305D,  
PP305P, PP305R, PP306D, PP306P, PP306R,  
PP307D, PP307P, PP307R, PP310D, PP310P,  
PP310R, PP311D, PP311P, PP311R, PP315D,  
PP315P, PP315R, PP316D, PP316P, PP316R,  
SP420P, SP421P, SP422P,  
SP420R, SP421R, SP422R



**WABASH VALLEY**

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**PRESTIGE/PROFILE SERIES**

6' & 8' ROLLED SIDE BENCH WITH & WITH OUT BACK  
6' MEMORIAL RIB & PERFORATED BENCH  
PORTABLE, SURFACE MOUNT & INGROUND  
EXPANDED METAL, PERFORATED & RIB

*customer service:*

**ASSEMBLERS:** If you find any parts missing or damaged, or if you're having difficulty assembling your furniture/equipment, call us at:  
Any correspondence concerning our product should be sent directly to our Customer Service Manager at:

\* Before calling, have your product model number available.

1-800-253-8619 (Inside U.S.A.)

260-352-2102 (Outside U.S.A.)

Monday thru Friday,  
8:00 AM - 4:30 PM Eastern Time  
(EXCEPT HOLIDAYS)

Wabash Valley Manufacturing, Inc.

505 E. Main Street

P.O.Box 5

Silver Lake, IN 46982 U.S.A.

FAX: 260-352-2160

*maintenance:*

Regular inspection and maintenance of all parts, and fasteners is necessary. Tighten all bolts and nuts. Inspect Tops, Seats, Legs, Braces and Fasteners periodically for wear or vandalism. Replace broken or worn parts immediately or take equipment out of service until repairs are made. Use genuine Wabash Valley replacement parts.

To restore plastisol coating to its luster after prolonged use, wash/rinse/dry and use Armor-All ® or similiar quality vinyl protectant.

KEEP THIS ASSEMBLY/SPECIFICATION SHEET FOR FUTURE REFERENCE.

*specifications:*

NOTE: We reserve the right to change specifications without notice.

Heat fused poly-vinyl coating, finished on inner-metal structure, to an approximate 3/16" thickness.

Framework assemblies are finished with powder coating; electrostatically applied and oven cured according to powder manufacturer's specifications. Fasteners are stainless steel to resist corrosion.

**BENCH FRAME:**

Main supports are constructed of 2 3/8" od x 12 gage galvanized structural steel tubing. Mounting brackets, on legs are 1/4" x 2" steel flat bar. Braces are 1" od x 15 gage galvanized structural steel tubing. The surface mount plate is 1/4" x 6" steel plate. The mounting plate covers are 2 piece cast aluminum.

**SEAT:**

Expanded metal seat uses fabricated 3/4" #9 expanded steel mesh. Rib is 10 gage and the perforated is 12 gage sheet metal. All types of fabricated metals are machine rolled, forming the seat's rolled sides. The seat's frame and mounting brackets are 10 gage sheet metal. The edges of the seat's rolled sides, use a 1/2" diameter steel rod, to add support on expanded metal seats.

**GENERAL:**

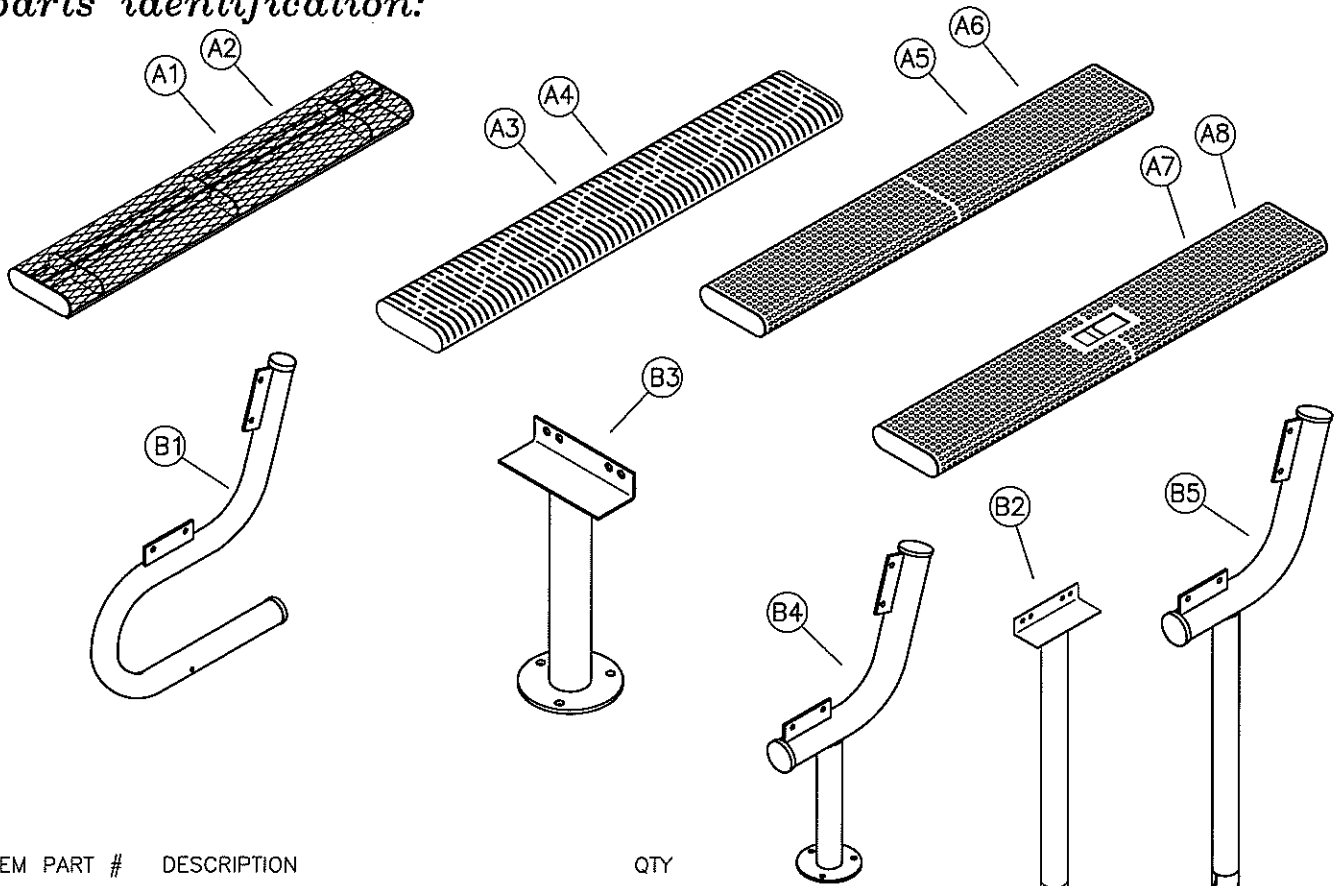
6' benches ground space requirements are 21 3/8" x 72 1/8".

8' benches ground space requirements are 21 3/8" x 96 1/8".

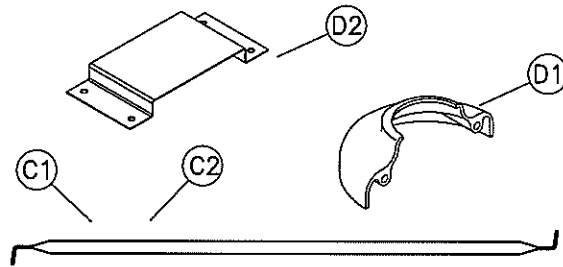
The portable benches hold 18 1/4" to the top of the seat and 32" to the top of the bench's back. The inground benches hold 19 3/4" to the top of the seat and 33 3/4" to the top of the benches back. Surface mount bench's hold 20" to the top of the seat and 34" to the top of the bench's back.

Memorial Plaque consists of brushed stainless steel.

**parts identification:**



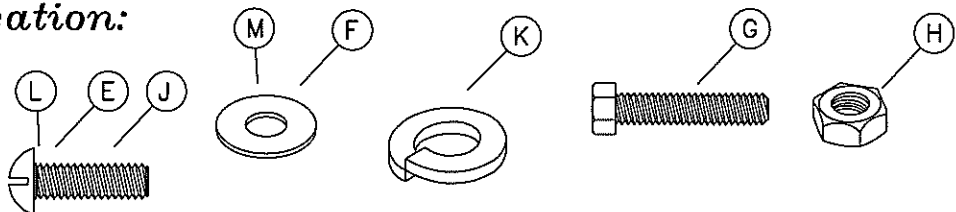
ITEM	PART #	DESCRIPTION	QTY
A1	7546	612 EXPANDED METAL SEAT	1 OR 2
A2	7544	812 EXPANDED METAL SEAT	1 OR 2
A3	7719	612 RIB SEAT	1 OR 2
A4	7718	812 RIB SEAT	1 OR 2
A5	8007	612 PERFORATED SEAT	1 OR 2
A6	8006	812 PERFORATED SEAT	1 OR 2
A7	8051	612 MEMORIAL RIB SEAT	1
A8	8052	612 MEMORIAL PERFORATED SEAT	1
B1	7032	PORTABLE BENCH LEG	2
B2	7339	INGROUND PLAYER LEG	2
B3	7343	SURFACE MOUNT BENCH LEG	2
B4	7350	SURFACE MOUNT BENCH LEG WITH BACK	2
B5	7349	INGROUND BENCH LEG WITH BACK	2
C1	7046	6' RS PORTABLE BRACE	2
C2	7047	8' RS PORTABLE BRACE	2
D1	7120	MOUNTING PLATE COVERS (OPTIONAL)	4 OR 6
D2	7167	MEMORIAL PLAQUE (21102 HARDWARE)	1



**hardware identification:**

**TOOLS NEEDED FOR ASSEMBLY**

- 2 - 1/2" WRENCHES
- 1 - 3' OR 6' LEVEL
- 1 - REGULAR TIP SCREWDRIVER



**ITEMS INCLUDED IN HARDWARE PACKAGE:**

ITEM	DESCRIPTION	21012	21014	21069	21076	21101	21145	21102
E	17015 5/16-18 x 3" MACHINE SCREW - SS	0	0	0	0	0	2	0
F	17028 3/8" ID x 7/8" OD FLAT WASHER - SS	16	8	8	16	0	20	0
G	17011 5/16-18 x 1 1/2" HEX HEAD BOLT - SS	8	4	4	8	0	9	0
H	17032 5/16-18 HEX FINISH NUT - SS	8	4	4	8	0	11	0
J	17052 1/4-20 x 1" MACHINE SCREW - SS	0	0	0	0	2	0	0
K	17050 5/16" SPLIT LOCK WASHER - SS	8	4	4	8	0	11	0
L	17022 1/4-20 x 1/2" MACHINE SCREW - SS	0	0	0	0	0	0	4
M	17103 5/16" FLAT WASHER - SS	0	0	0	0	0	0	4

## assembly procedures:

**IMPORTANT:** Assemblers should be reasonably skilled in the assembly of commercial grade/heavy duty fabricated steel equipment.

To ensure proper assembly, it is suggested that you take adequate time to locate and identify each part. To prevent scratching of the finished pieces, we recommend this unit to be assembled on a clean, flat, solid, surface with a drop cloth, allowing plenty of working room. Also please read the instructions and study the sketches very carefully. A little extra time spent before assembly will be well worth it in performing a complete, proper assembly. Please note that all parts have been pre-cut and pre-drilled.

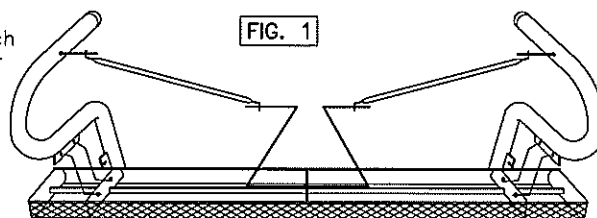
During the assembly process leave all bolts and nuts "finger tight", until the entire unit is completely assembled. This allows room for movement to level or adjust all seats, tops, benches, framework and braces if necessary. After final adjustment and leveling, permanently tighten all nuts, bolts and fasteners.

### INSTRUCTIONS FOR PORTABLE BENCHES WITH BACK:

#### STEP 1

Invert one (A-) seat so it's upside down on a flat surface. Attach (B1) legs to the outer most part of the seat's mounting brackets, see FIG. 1. Use two, per each leg, (G) and (H) using two (F) and one (K) per each (G).

Attach one end of the (C1 or C2) bench brace to the bench leg, using one (E), (F), (H) and one (K) per (E). Bolt other end of brace to the bench's mounting bracket. Use one (G) and (H) with two (F) and one (K) to mount the brace to the mounting bracket. Repeat brace attachment for the other leg.

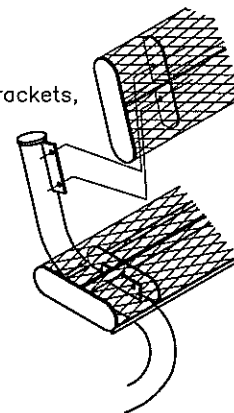


#### STEP 2

Make sure all fasteners are finger tight and properly supporting the unit. Re-invert the unit to its topside up position.

#### STEP 3

Attach the second (A-) seat to the outer-most part of the leg's back-seat mounting brackets, see FIG. 2. Use two, per side, (G) and (H) using two (F) and one (K) per each (G).



#### STEP 4

Level the seats if necessary and tighten all fasteners with wrenches.

### INSTRUCTIONS FOR SURFACE MOUNT BENCHES WITH AND WITH OUT BACK:

#### STEP 1

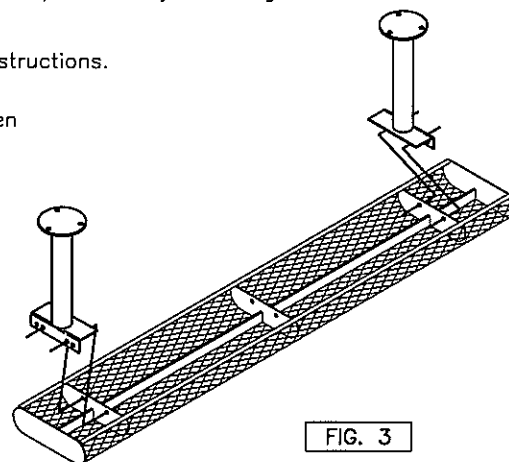
Invert one (A-) seat upside down on a flat surface. Attach both (B3) or (B4) legs to the outer most part of the seat's mounting brackets, see FIG. 3. Use two, per leg, (G) and (H) using two (F) and one (K) per each (G).

**NOTE:** Make sure to leave all fasteners finger tight. Tightening all fasteners at this point will not allow you any accessible room in the future to disassemble the unit, after permanently securing to its foundation.

To attach the back follow STEP 2 and STEP 3 of the portable bench instructions.

**NOTE:** It is suggested that you place the unit in its chosen location, then mark the hole openings of the base plate. Place the foundation securement hardware in the marked areas. This allows you a more accurate and secured placement. When the foundation securement hardware has been installed, place the unit in its new location and secure to the foundation.

If mounting plate covers (D) are used place halves around legs and secure with 2 (J) screws, see FIG. 6. Draw to a snug fit being careful not to over tighten.

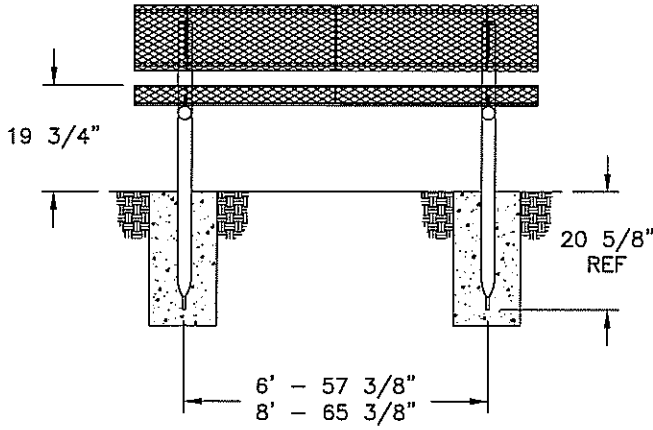


## installation:

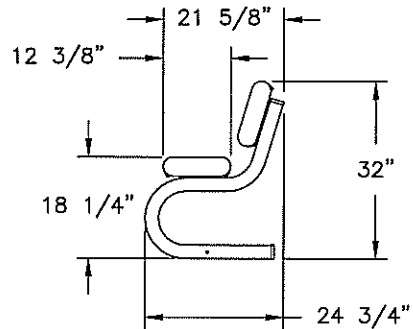
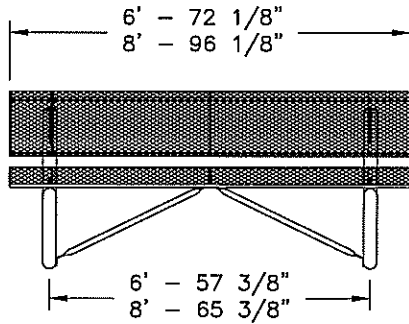
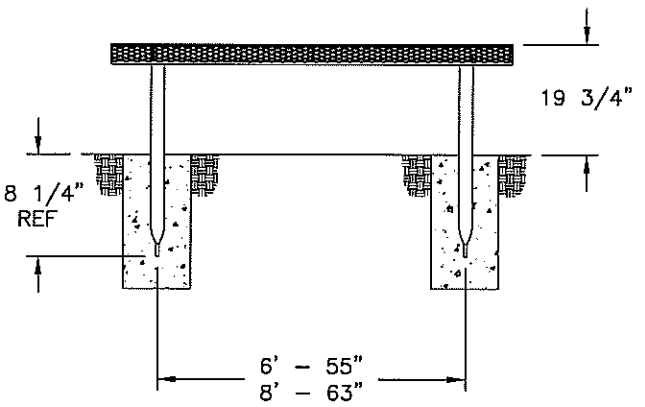
**WARNING:** The proper installation for Wabash Valley products may depend upon many factors unique to the site, location, or use of a particular product. Consult with your contractor or other professional to determine your specific installation requirements.

*product dimensions:*

SURFACE MOUNT,

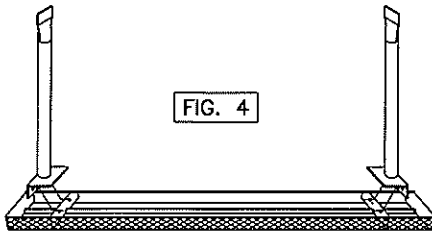


SURFACE MOUNT,



## assembly procedures cont.:

### INSTRUCTIONS FOR INGROUND BENCHES WITH AND WITH OUT BACK:



#### STEP 1

Invert one (A-) seat so its upside down on a flat surface. Attach the two (B2) or (B5) inground legs to the outer-most part of the seat's mounting brackets, see FIG. 4. Use two, per each leg, (G), (H) using two (F) and one (K) per each (G).

#### STEP 2

Prepare two foundation holes as shown below. The distance of holes, center to center, is shown in a detailed diagram below.

#### STEP 3

Place the unit in the footing holes. Block the unit as shown, see FIG. 5. Before pouring concrete make sure the unit holds 19 5/8" or 19" to the top of the bench, with or without back respectively, and is level horizontally as well as vertically.

Pour concrete to form the footings and let cure for 48 hours.

#### STEP 4

To attach the back follow STEP 2 and STEP 3 of the portable bench instructions.

#### STEP 5

If mounting plate covers (D) are used place halves around legs and secure with 2 (J) screws, see FIG. 6. Draw to a snug fit being careful not to over tighten.

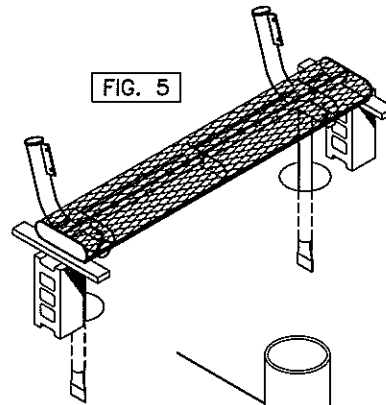


FIG. 6

### MEMORIAL PLAQUE INSTRUCTIONS

After engraving is complete, assemble plaque (D2) to the (A7-A8) bench using four (L) and one (M) per each machine screw, see Fig. 7.

Thread plaque between center bracket and window of bench panel. Align holes, insert screws and tighten.

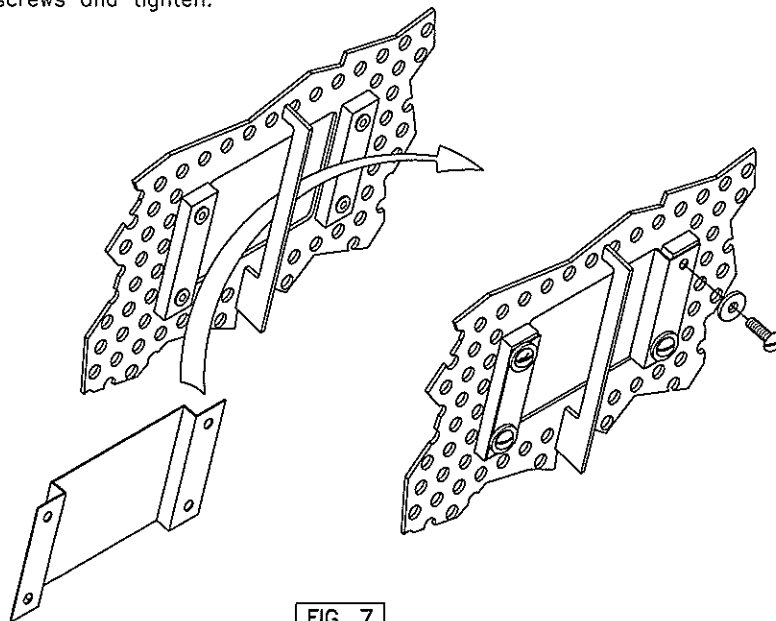


FIG. 7

**SECTION 31 2000**  
**EARTHWORK**

**1.0 GENERAL**

**1.1 Description**

A. The work consists of all work as called for by plans and/or proposal form and may include: rough and finish grading to approved grade stakes; excavation of organic or unstable soils; excavation of debris and rocks; excavation, stockpiling and redistribution of topsoil; placement of sand or gravel base; placing and grading supplemental topsoil; and all other grading and excavation operations. Unless otherwise called for in the plans and specifications, all work shall conform to ACT 347, Soil Erosion and Sedimentation Control.

**1.2 Submittals**

A. Contractor shall submit samples and information to the Owner's Representative on the location of the source for any proposed materials to be brought on site. Source shall be subject to approval before use.

**2.0 PRODUCTS**

**2.1 Fill Materials**

- A. Fill and backfill materials shall be clean, porous, granular materials free of clay, rock or gravel larger than two inches (2") in any dimension, debris, frozen material, vegetation or other deleterious matter. Contractor shall be permitted to use material excavated as part of this project as backfill material provided that excavated material meets all other requirements herein and is free of trash and other debris. Sod shall not be used for fill.
- B. Fill material must be approved by the Owner's Representative before being placed. When suitable materials are not available from the excavation they shall be provided by the Contractor from off-site sources.

**2.2 Topsoil**

A. Topsoil is defined as follows: all topsoil shall be fertile, friable natural topsoil, typical for this locality. It shall not contain a mixture of subsoil or slag and shall be free of lumps, stones, plants or roots, stalks or other extraneous matter and shall not be used while in a frozen or muddy condition. Topsoil shall have an acidity range of pH 5.5 to pH 7.5 and shall contain not less than five percent nor more than twenty percent organic matter as determined by loss on ignition of moisture free sample dried at 100 degrees centigrade. Topsoil shall be classifiable as loam, silt loam, silty clay loam, or sandy clay loam, as determined from the Bureau of Plant Industrial, Soils and Agricultural Engineering, USDA triangular soil texture chart. Topsoil shall be used in the upper six inches (6") of all seeded areas.

**2.3 Base Material**

A. Base materials shall conform to specified detail, and shall be properly graded mixture of natural or crushed gravel, crushed stone, or natural processed sand that will readily compact to the required density and remain in that condition.

**3.0 EXECUTION**

**3.1 Layout**

Bolingbrook Park District

31 2000 - EARTHWORK

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- A. The corners of the designated areas, including separate paving, surfacing, and lawn, shall be determined by careful survey according to plans and details. Stakes shall be set indicating the exact position of these corners and the final elevation of the indicated area.
- B. Before any excavation or filling operation begins, approval of the location and the proposed elevation must be obtained from the Owner's Representative. If existing conditions are at variance with the drawings, the Owner's Representative shall be notified before proceeding with the work and adjustments made only as directed.
- C. Back-filling shall be done only after the Owner's Representative has inspected and approved sub-grade. Notice that the work is ready for inspection shall be given promptly, and 48 hours minimum shall be allowed for making necessary examinations. Failure to comply may require excavation to previous grade and the performance of back-filling operations again at no additional cost to the Owner.

### 3.2 Stripping Topsoil

- A. Prior to the stripping of topsoil, all areas within the grading limits containing existing debris shall be cleaned sufficiently to permit easy use of the topsoil free of unmanageable debris. Topsoil in areas that are to be graded shall be stripped to the depth designated and stockpiled in an area approved by the Owner's Representative. This is the first supply of topsoil to be used for spreading over disturbed or graded areas. The site shall be excavated to provide a sub-grade which shall be shaped to true and even lines so as to assure a uniform thickness of the base course or other surfacing installation. Excess material and debris generated from this work shall be hauled from the site at the Contractor's expense.

### 3.3 Unsatisfactory Materials

- A. Unsuitable materials or unstable bearing soil for structures and pavements shall be excavated to stable soil and replaced with an approved sand, gravel or soil and compacted as specified.

### 3.4 Excavation for Structures

- A. Excavation for all structures, paving, and site improvements shall be to the tolerances specified and shall extend sufficient distances from footing and foundations to permit placing and removal of forms, installation of services, and other construction operations and inspections.

### 3.5 Dewatering

- A. Site is to be maintained in dry condition in excavations and areas to be filled. Fill, topsoil, or sub-base shall not be placed in water or excessively damp conditions. It is the Contractor's responsibility to remove water and maintain dry conditions.

### 3.6 Placing Fill

- A. During grading and filling operations, all fill shall be placed in five inches (5"), or less layers and compacted by operating heavy track, or rubber tired equipment over it or with compaction equipment. Fill and backfill shall be so placed as to cause minimum disturbance to underlying soils. Material shall

have the correct moisture content. Wet soil shall be disked or otherwise scarified to allow each layer to dry.

- B. Holes, pits and removed footings shall be filled and compacted to within six inches (6") of the surrounding grade with approved clean fill and then topped with six inches (6") compacted topsoil. Filling holes shall be considered incidental to the Contract.

### 3.7 Compaction

- A. Fill and sub-base material shall be compacted to not less than the 95% ASTM D1557 or Proctor Density. Compaction of topsoil in lawn areas shall be 85% of proctor density.

### 3.8 Grade Tolerance

- A. All earthwork shall be within one-half inch (1/2" or 0.042') of the elevations called for on the plans. All pavement grading shall be within one quarter inch (1/4" or 0.021') of the elevations called for in the plans. All grading shall drain uniformly to designated low points and all changes in elevation and transition areas shall be with gentle, rounded gradients. The grade tolerance allowed shall not create a situation where a walk or area becomes inaccessible per the Americans with Disabilities Act. If this occurs the work shall be removed at the cost of the Contractor and reinstalled to meet current ADA standards.

END OF SECTION

**SECTION 32 1216**  
**ASPHALT PAVING**

1.0 GENERAL

1.1 Description

- A. This work consists of providing all labor, material, tools and equipment necessary to construct new asphalt paths

1.2 Code and Regulations

- A. Materials and methods used in the fulfillment of this Contract shall conform to the State of Illinois Standard Specifications for Road and Bridge Construction, hereby referred to as "State Specifications", latest edition, and all supplemental specifications and provisions adopted prior to the date of the Invitation to Bid for this project.

2.0 MATERIALS

2.1 Crushed Aggregate Base

- A. CA-6 crushed aggregate, type B, shall be placed, to a compacted depth as indicated on plans, as a base course. The aggregate shall be thoroughly dry, unyielding and free of screening and dirt before proceeding with priming and paving, in accordance with material and placement standards of IDOT State Specifications.

2.2 Prime Coat

- A. The prime course shall consist of cutback asphalt MC-30 in conformance with Section 406.05 of the State Specifications. Bituminous prime coat shall be applied with the application rate being a minimum of 0.30 gallons per square yard. Priming shall be applied through the use of a pressurized distributor vehicle or hand sprayer, at a rate of 0.2 to 0.5 gallons per square yard. Excess prime showing on the surface after the curing period, shall be blotted with sand prior to placement of the asphalt. All work and materials shall conform to applicable provisions of Section 406 of the IDOT Standard Specifications.

2.3 Asphalt Binder Course

- A. The asphalt binder course shall be HMA Binder Course Mix, IL95, N50, conforming the IDOT Standard Specifications. All work and materials shall be performed in accordance with applicable provisions of the IDOT Standard Specifications. The minimum thickness of the completed bituminous binder course shall be as noted on plans measured at any point on the pavement surface.

2.4 Asphalt Surface Course

- A. The asphalt surface course shall be HMA Surface Course Mix C, N50, constructed on previously placed bituminous binder course or compacted base, per plans. The minimum thickness of the finished bituminous surface course shall be as noted on plans measured at any point of the pavement surface per appropriate detail. The work and materials shall conform to applicable provisions of the IDOT Standard Specifications except as revised herein. The aggregate used in the preparation of the surface mixture shall conform to the following gradation:

Passing ½" sieve	100%
Passing #4 sieve	65% - 85%
Passing #10 sieve	50% - 65%
Passing #40 sieve	10% - 27%
Passing #200 sieve	5% - 7%

1. The bituminous material used in the surface mixture shall be asphaltic cement grade 85-100 or 120-150 as approved by the Owner's Representative.
- B. The finished surface shall be true, uniform in texture, free from ruts, depressions, cracks, tears and checks, in conformance with Article 406.11 of the State Specifications. When tested, water should not stand or pool twenty-four hours after flooding

### 3.0 EXECUTION

#### 3.1 Methods

- A. Construction methods shall follow specifications described herein.

#### 3.2 Protection of Vegetation

- A. Protection of existing vegetation shall conform with Article 201.01 of the State Specifications. Protected vegetation shall include all trees, shrubs, plants or other vegetation within or adjacent to the construction area.
- B. At no time shall any material or equipment be stored, nor any construction activity take place within the drip line of any tree, within or adjacent to the construction area, without the written approval of the Landscape Architect.

#### 3.3 Restoration

- A. The Contractor shall be responsible for the restoration of adjacent turf or planting areas disturbed or damaged through the fulfillment of this Contract.
- B. Disturbed areas shall be restored by the placement of pulverized topsoil raked smooth and level with the finished pavement surface, free of any stones or debris. Seeding shall be as per landscape specification.

END OF SECTION

**SECTION 32 1313**  
**CONCRETE PAVING**

1.0 GENERAL

1.1 Description

- A. This work shall consist of all labor, equipment and materials necessary for complete installation of concrete work: slabs, paving, curbs, walls, footings, and concrete work as called for in the plans and details.
- B. All work, which is without a specification herein, shall be performed in accordance with the Standard Specifications for Road and Bridge Construction, latest edition adopted by the Illinois Department of Transportation.

1.2 Submittals

- A. Mix Design: Submit for approval mix design proposed for use.
- B. One copy of the delivery ticket shall be furnished to the Owner's Representative at the time the truck arrives at the job site.

2.0 MATERIALS

2.1 Crushed Aggregate Base

- A. CA-6 crushed aggregate, Type B, shall be placed, to a compacted depth as indicated on plans, as a base course. The aggregate shall be thoroughly dry, unyielding and free of screening and dirt before proceeding with priming and paving, in accordance with material and placement standards of IDOT State Specifications.

2.2 Concrete Materials

- A. The concrete shall be constructed of Portland Cement Concrete Type A, which shall have a minimum of six (6) bags of type one cement per cubic yard. Concrete shall meet ASTM C94.
- B. The coarse aggregate used shall contain a maximum of 2%, by volume, deleterious material (commonly called chert free aggregate) and the maximum size of the stone shall be three-quarter inch (3/4").
- C. Air content shall be not less than 5%, or more than 8%, and the slump shall not exceed four inches (4"). Fourteen (14) day compressive strength tests resulting in less than 3500 p.s.i. shall be cause for removal and replacement at Contractor's cost. Portland Cement shall conform to the requirements of the current ASTM Specifications for Air-Entraining Portland Cement.

2.3 Metal Reinforcing

- A. Metal shall be fabricated conforming to the most current standard of ASTM A616, Deformed Billet-Steel Bars for Concrete Reinforcement of the grades indicated on the drawings. Welded wire mesh or fabric shall conform to Specifications for Welded Steel Wire Fabric for Concrete Reinforcement ASTM 185-current year.

2.4 Fiber Reinforcing

- A. Fiber reinforcing material to be SINTA F19 or approved equal, manufactured from 100% virgin polypropylene in a microfilament form and contain over 50 million individual fibers for each 1.0 lb/yd<sup>3</sup> dosed. Product shall be engineered specifically for use in concrete, alkali resistant, non-absorptive and completely non-corrosive. Product shall comply with ASTM Designation C 1116 Standard

Specification for Fiber-Reinforced Concrete and Shotcrete, Type III Synthetic Fiber-Reinforced Concrete or Shotcrete.

- B. Fibers shall be 20 mm (3/4 in.) multifilament polypropylene fibers as supplied by GCP Applied Technologies, Cambridge, MA 02140. Required dosage rate shall be as specified by the design engineer or architect. Product shall be used in strict accordance with the supplier's recommendations and within time as specified in ASTM C94. The fibers shall comply with ASTM Designation C1116 Type III 4.1.3 and with applicable building codes. Certification of compliance shall be made available on request. Standard ACI 302 procedures for placing, finishing and curing shall be followed when using SINTA F19

## 2.5 Additives

- A. Additives that have not been aforementioned within this specification shall not be used in any concrete without written approval from the Owner or Owner's Representative.

## 2.6 Forms

- A. Forms shall be of lumber with a minimum two-inch (2") nominal thickness and six-inch (6") nominal width or steel with equal rigidity. They shall be held securely in place by stakes, braces, or other means and shall not allow concrete leakage. Forms for curves shall be flexible or shall be curved forms conforming to radius of curves shown on drawings. The use of straight sections will not be permitted for curves. Forms shall be clean and those for surfaces to be exposed shall produce a smooth, even finish without fins or board marks.

## 2.7 Expansion Joint Material

- A. Expansion joint material shall meet the Illinois Department of Transportation Standard for Road and Bridge Construction, latest edition, Section 1051.00 Preformed Expansion Joint Fillers. Approved filler shall be as described in Section 1051.03 Bituminous Preformed Joint Filler and 1051.04 Preformed Fiber Joint Filler and 1051.05 Bituminous Preformed Inorganic Fiber Joint Filler and 1051.08 Preformed Closed Cell Plastic Joint Filler. All applicable sections shall apply for the above approved items.

## 3.0 EXECUTION

### 3.1 Concrete Mixing

- A. Concrete shall be mixed only as required for immediate use and any which has developed initial set shall not be used. Concrete, which has partially hardened, shall not be re-tempered or re-mixed. The use of a fractional sack of cement will not be permitted unless the fractional part is measured by weight. The mixer shall be cleaned thoroughly each time when out of operation for more than thirty minutes.
- B. Concrete mixes will be measured as described in the current Method Test for Consistency of Portland Cement Concrete of the ASTM Designation C-143. The concrete shall at times be of such consistency and workability, that it will puddle readily into corners and angles of the forms and around joint, dowels, tie bars and reinforcement without excessive spading, segregation or undue accumulation of water.
- C. The mixing of concrete in truck mixers in route from the batching plant to the site will not be allowed without prior approval. Mixing shall take place at the

batching plant. The mixing shall be done on a level area, sloping not more than two percent in any direction.

- D. The concrete shall be discharged within a period of one hour after the introduction of the mixing water with the dry materials or within a period of 1-1/2 hours after the cement has been placed in contact with the aggregates. It shall be within the specified limits for consistency and air content and it shall not be segregated.

### 3.2 Sub-grade

- A. Sub-grade or base shall be accurately graded and compacted as specified in Section 31 2000, EARTHWORK. The sub-grade or base shall be moistened just before the concrete is placed.

### 3.3 Forms

- A. The forms shall be set so that concrete slabs will have a slope of not less than one-quarter inch (1/4") per foot. Forms shall be held in line and grade by stake or braces at intervals to produce layout as specified in plans. Straight lines shall change to curve where line is tangent to curve. Forms shall be constructed in a manner that will permit their removal from exposed areas without damage to fresh concrete. Forms shall be of the full depth of the structure. Provide uniform bearing for all forms. The inside surface of the forms shall be oiled with a light, clear paraffin-base oil which will not discolor or otherwise injuriously affect the concrete as on walls or other exposed surfaces. All forming shall be approved by Owner or Owner's Representative before pouring concrete.

### 3.4 Reinforcement

- A. All steel reinforcement shall be accurately placed in position shown on plans and firmly held during the placing of concrete. When placed in the work, steel shall be free from dirt, rust, mill scale, paint, oil or other foreign material. Bars shall be placed with a variation in spacing between adjacent bars of not more than one-sixth of the spacing shown on the plans, and the clear distance from the near surface of the concrete and the reinforcement shall not vary from the distance shown on the plans by more than one-fourth the plan distance. Bars shall be tied at all intersections except where the spacing is less than one foot in each direction in which case every other intersection shall be tied. Supports for reinforcement which are to remain in the work shall be either precast concrete blocks of approved shape and dimensions, or approved preformed steel bar-chairs.
- B. Bars shall not be spliced except as provided on the plans or as authorized by the Owner or Owner's Representative.
- C. SINTA™ F19 fiber may be added to concrete at any point during the batching or mixing process. SINTA™ F19 may be added to the aggregate during weighing or charging, or to the central mixer or truck before, during, or after charging. The load must be mixed at high speed for 5 minutes, or 70 revolutions, after the addition of the SINTA™ F19 to ensure uniform distribution. The standard range of addition for SINTA™ F19 is ¾ to 3 lbs/yd (450 to 1800 g/m ) of concrete. Typically, 1½ lbs/yd (900 g/m ) of SINTA™ F19 provides excellent results. Higher addition rates may be used to produce concrete when special properties are required.

### 3.5 Placing Concrete

- A. Placing concrete shall not be permitted until the sub-grade and forms have been approved by the Owner or Owner's Representative. The concrete shall be placed in one pour for the full depth of stated structure unless otherwise approved by the Owner or Owner's Representative. The concrete shall be placed in successive batches for the entire width of structure. It shall be struck off from 1/2" to 3/4" higher than the finished grade, tamped until all voids are removed and free mortar appears on the surface. Finally, it shall be thoroughly spaded along the edges, struck off to the proper grade, and finished to a plane, even surface with floats and trowels. The final troweling shall be done with steel trowel, leaving a smooth even surface.

### 3.6 Finishing

- A. After the water sheen has disappeared, the surface shall be given a final finish by brushing with a whitewash brush. The brush shall be drawn across the sidewalk or structure at right angles to the edges of the walk or structure, with adjacent strokes slightly overlapping, producing a uniform, slightly roughened surface with parallel brush marks. Brush marks should be of a depth to produce a light broom finish.
- B. Edges on all concrete shall be rounded to a radius of one-quarter inch (1/4") with a finishing tool unless otherwise specified. All joints shall be rounded with a double edging tool having a radius of one-quarter inch (1/4") on each side and the surface shall then be brushed lightly to produce a slightly roughened surface and remove the finishing tool marks.
- C. The surface shall be divided by grooves called contraction joints constructed at right angles to the centerline of the sidewalk or structure. These joints shall extend to one-quarter inch (1/4") the depth of the sidewalk, shall be not less than one-eighth inch (1/8") and no more than one-quarter inch (1/4") in width, and shall be edged with a jointing or edging tool having one-quarter inch (1/4") radius. The joints shall be five feet (5') apart on sidewalks and ten feet apart on curbs unless otherwise specified.
- D. Expansion joints shall be placed between all separate pours, all structures and at thirty foot intervals on both sidewalks and curbs.

### 3.7 Sandblast Finish

- A. Specified sandblast surfaces to be finished with silica sand suitable for intended purpose at least twelve (12) days after the concrete has been poured. Sandblast depth per plans, exposing the aggregate but not so deep as to drive the aggregate out of the wall or create voids in the surface. Create uniform pattern and exposure while avoiding over-blasting. Seal all surfaces with two (2) coats approved clear sealer after concrete has fully cured and dried.
- B. Sandblast sample shall be created by the Contractor for approval by Owner's Representative before work commences.

### 3.8 Protection

- A. Protection of Concrete shall be performed in following manner:
  - 1. Protection Against Vandalism: The Contractor shall take all necessary precautions to ensure the protection of work against vandalism or graffiti. Any work, which is blemished in the finish, will be cause for rejection of flat work or curbing.



2. Protection Against Rain: The Contractor shall take such precautions as are necessary to protect the concrete from damage.
3. Hot Weather Limitations - Casting of concrete during hot weather shall be limited by the temperature at the time of placing. Concrete shall not be cast when the temperature is above 90° F. Care shall be taken to properly wet and protect all concrete placed indirect sun or in hot weather.
4. Cold Weather Limitations - No concrete shall be placed unless the temperature of the air in the shade and away from artificial heat is at least 32° F and rising unless specifically approved. All concrete poured at less than 40° F, or at a time when within 24 hours of pouring concrete the temperature shall dip below 40° F shall be insulated. The Contractor shall be responsible for the concrete placed during cold weather and any concrete injured by frost action shall be removed and replaced at Contractors expense.

### 3.9 Curing

- A. Forms shall be left in place for a period of not less than 12 hours. Immediately after they have been removed, all porous or honeycomb areas thus uncovered shall be filled smooth with mortar consisting of one part cement and two parts fine aggregate. Also, the ends of all expansion joints shall be cut open to the full width of the expansion joint material.
- B. Placing concrete, once started, shall be a continuous operation. No portion of a walk, curb or paved area shall be partially poured except as shown for installation of joints.

### 3.10 Footings

- A. Concrete footings shall be sloped at the top to ensure drainage away from the embedded item (post or otherwise). All footings shall be constructed as indicated on the detail drawings. All footings unspecified on drawings shall be according to the manufacturer's specifications of the product to be footed, but depth of all footings shall be a minimum of 42" below finished grade.

END OF SECTION

**SECTION 32 1816**  
**SAFETY SURFACES - ENGINEERED WOOD FIBER**

1.0 GENERAL

1.1 Description

Safety surfacing consists of providing all material and labor necessary for complete installation of engineered wood fiber safety surfacing in playground areas. This shall include engineered wood fiber surfacing and sand surfacing.

All materials and installation shall conform to ASTM F 1292 Standard Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment. All materials shall have been tested according to the ASTM F1292 specifications and shall meet or exceed all requirements for height of equipment installed or height of existing equipment that is specified to remain.

All materials with the exception of sand surfacing shall meet ASTM F 1951 Standard Specification for Determination of Accessibility to Surface Systems Under and Around Playground Equipment. All materials shall have been tested according to the ASTM F1951 specifications and shall meet or exceed all requirements.

1.2 Submittals

A sample of each playground surface shall be submitted to the Owner's Representative for approval. The most current ASTM testing of the material as called for above shall also be submitted for engineered wood fiber. Testing results are to be dated within five (5) years of the installation date at the project site. **These items shall be approved prior to ordering or delivery to the site.**

2.0 MATERIALS

2.1 Engineered Wood Fiber

Engineered wood fiber shall be uniform in size, made from hardwoods, and be free of bark, leaves, twigs, and all debris. No chemical treatment or additives are allowed. This material shall meet the ASTM specifications listed in section 1.1.

2.2 Sand Surfacing

Not Applicable

2.3 Filter Fabric

Filter fabric shall be Typar Filter Fabric by Dupont or Geo-Textile fabric by Geo-Synthetics or approved equal.

3.0 EXECUTION

3.1 Subgrade

Surfacing shall be built on a prepared sub-grade as per appropriate detail. All stones, rocks, pieces of concrete, roots or any other debris shall be removed. The prepared sub-grade shall be clear, level and compacted. Any stumps or roots shall be removed to eighteen inches (18") below finished grade.

3.2 Filter Fabric

Filter fabric shall cover 100% of sub-grade for engineered wood fiber surfacing and sand surfacing sub-grade. At filter fabric seams, a six-inch (6") overlap with pinning

shall be installed.

3.3 Engineered Wood Fiber

Install surfacing in four-inch (4") layers over filter fabric. Compact each layer using a 3-ton eccentric hand-operated vibrator roller, a 2-1/2 ton plate compactor or equal. The material shall be compacted approximately 30%. Add successive four inch (4") lifts and repeat process until material is installed to specified depth. Prior to the final compacting, surface shall be level.

3.4 Sand Surfacing

Not Applicable

END OF SECTION

**SECTION 32 9219**  
**LAWN SEEDING**

1.0 GENERAL

1.1 Description

- A. This work consists of complete construction of lawn areas including: finish grading, tilling, cleaning seed bed, seeding, blanket, fertilizing, weed control, and mowing.

1.2 Submittals

- A. One seed tag for each seed type used on the site shall be saved and delivered to the Owner.

2.0 MATERIALS

2.1 Seed

- A. Seed shall be delivered to the site in the original sacks as received from the producer, and each sack shall be tagged in accordance with the agricultural seed laws of the United States and the State of Illinois. Each sack shall be tagged showing the dealer's guarantee as to the year grown, percentage of purity, percentage of germination and the date of the test by which the percentages of purity and germination were determined. All seed sown shall have a date of test within six (6) months of the date of sowing.
- B. Any seed delivered prior to use shall be stored in such a manner that it will be protected from damage by heat, moisture, rodents, or other causes.
- C. The new turf areas shall have a uniform seed mixture of one of the approved mixes listed below or an approved equal:

Field of Dreams Athletic Mixture by National Seed

- 30% Goalkeeper Perennial Ryegrass
- 30% Top Gun Perennial Ryegrass
- 20% Blue Moon Kentucky Bluegrass
- 20% Freedom III Kentucky Bluegrass

- D. The renovation lawn area shall have a uniform seed mixture of one of the approved mixes listed below or an approved equal:

Field of Dream Reseeder Mixture by National Seed

- 25% Accent Perennial Ryegrass
- 25% Caddieshack Perennial Ryegrass
- 25% Blue Chip Kentucky Bluegrass
- 25% Freedom III Kentucky Bluegrass

2.2 Blanket

- A. Blanket shall be excelsior for slopes greater than 1:4 and straw based on slopes less than 1:4. Both shall be weaved to prevent flyaway of fibers. Blanket shall be of consistent thickness, with fibers evenly distributed throughout the entire area of the blanket. The top and bottom of each blanket shall be covered with photodegradable or biodegradable netting. Material shall not contain any weed seed or chemical additives. Blanket stakes shall be bio-degradable (not metal).

2.3 Fertilizer

- A. Fertilizer shall be Nitrogen, Phosphorous and Potassium in the following mixes:
1. New Seeding Areas: 13-25-12 with 30% of nitrogen in slow release formula
  2. Over-seed Areas: 22-3-11 with 50% of nitrogen in slow release formula

### 3.0 EXECUTION

#### 3.1 Seeding Operations

- A. Remove all debris, including large stones, roots and construction materials. Fill all depressions in lawn area with topsoil prior to top dressing operations. No debris may be buried in pits on the site.
- B. Topsoil shall be applied at 6" depth. Topsoil may be blended with sand up to a ratio of 3 parts topsoil to 1 part sand to facilitate application. Contractor shall till; fine grade; remove all clumps, clay, sod clods, and undesirable materials. Seed bed shall be approved by Owner's representative before seeding.
- C. Seed shall be applied at the rates listed below for a dense stand with a Brillion, slit seeder, or other mechanical seeder. For new seeded areas, the entire seed bed area shall be covered with bio-degradable blanket. All seed areas must be completely and uniformly covered. Re-seed areas shall have no blanket applied.

#### 3.2 Seeding Rates

- A. Seed shall be applied at the following rates - except if dormant seeding is completed in late fall, then rates to be doubled:

Seed	Rate per 1000 square feet
Field of Dreams Athletic Mix	4.5 pounds
Field of Dreams Reseeder Mix (over seed in Spring)	2.5 pounds

#### 3.3 Fertilizing

- A. NEW SEEDING AREAS: 1.5 pounds of nitrogen fertilizer shall be applied per 1,000 square feet of turf shall be applied at time of initial seeding. See 2.3 for fertilizer mix. It shall be applied evenly over the planting area.
- B. RESEEDED AREAS: 0.75 pounds of nitrogen per 1,000 square feet shall be applied at time of overseeding, unless another amount is specified on plan. See 2.3 for fertilizer mix.

#### 3.4 Repairs

- A. The Contractor shall be responsible for the repair of any damage to existing lawns, which may result from his work, and such repairs shall be made swiftly in a thorough and workmanlike manner, with minimum inconvenience to the Owner and users of the site. Where lawn areas have been disturbed or damaged, the damaged lawn areas, ruts and depressions shall be cultivated, filled with topsoil, settled to proper grades and seeded. Repairs shall be made to the satisfaction of the Owner or Owner's representative.

#### 3.5 Maintenance

- A. It is the responsibility of the Contractor to maintain all seeded lawn areas; this may include cultivation, reseeding, fertilizing, watering, mowing, and the control of weeds until final acceptance has been granted. The Contractor shall mow the grass to a three -inch (3") height if it reaches a four-inch (4") height any time prior to final acceptance. The Owner's representative shall inspect the conditions of the stand to determine satisfaction or the need to improve the stand. Satisfaction is based on 95% coverage over the entire new seeding area and over-seed areas. Maintenance shall continue by the Contractor until acceptance has been granted.

#### 3.6 Watering

- A. Watering must be started immediately after the seed is installed. Watering should begin as soon as an area large enough to put down a sprinkler is ready.

- B. Thoroughly soak the seed and the soil under the seed. It should be moist at least 2 inches deep. Corners shall be noted and may need to be hand watered to ensure full coverage.
- C. After the first watering, water enough to keep the soil under the seed moist, but not muddy. In cool weather this may mean watering only every 3 or 4 days. In very hot weather, you may have to water daily. **Do not allow the seed or soil underneath to dry out between waterings.**
- D. In about two weeks the seed should have begun to knit to the soil underneath and the watering can be lessened to once or twice per week depending on the weather conditions.
- E. If an irrigation system is in place, it is the responsibility of the Contractor to ensure that the system is working and is covering all new seed areas. This responsibility continues until the site is turned over to the owner.
- F. Watering shall continue and be maintained by the contractor for at least 30 days beyond substantial completion. It is the contractor's responsibility to meet lawn establishment requirements – additional watering by contractor may be needed.

END OF SECTION

**SECTION 33 4616**  
**UNDERDRAINAGE**

1.0 GENERAL

1.1 Summary

- A. This Section covers provision and installation of Under Drains for the Playground

2.0 PRODUCTS

- A. General: Furnish drainage pipe complete with bends, reducers, adapters, couplings, collars, and joint materials.
- B. Polyvinyl Chloride Pipe: ASTM D 2729.
- C. Perforated Polyvinyl Chloride Pipe ASTM D 2729
- D. Clean out: shall have a round cast iron top as provided by Jay R. Smith MFG or equal 4240 series and have a ductile iron frame and cover for cleanout, ASTM A-536 and proof loaded as per AASHTO M306. Castings must be proof loaded as per AASHTO M306. All lids must be marked with a CO with raised capital letters cast in cover.
- E. Filter Fabric
1. Manufacturer's standard nonwoven geotextile fabric of polypropylene or polyester fibers, or a combination of them. Use "3401 Geofabric" by Typar or approved equal.

2.1 Materials

- A. Backfill materials and their installation shall be as described in Section 31 2000 - Earthwork

3.0 EXECUTION

3.1 Inspection

- A. General: Examine subgrade surfaces to receive under drainage system to verify suitability. Do not begin installation until subsurface conditions are satisfactory to accept drainage system.

3.2 Installation

- A. Under Drainage System: Excavate for under drainage system after subgrade material has been compacted but before drainage fill course has been placed. Provide a clear horizontal distance between perforated drain pipe and trench wall on both sides not less than 4", unless otherwise shown. Grade bottom of trench excavations to required slope and compact to a firm, solid bed for drain system.
- B. Apply a minimum 4" layer of compacted bedding material below the perforated drain pipe, raising low areas and creating a firm base at the correct levels. Where unsatisfactory bearing soil occurs, excavate to a minimum depth of eight inches below the pipe invert and place compacted granular fill to reach invert levels.
- C. Overlay bedding with one layer of synthetic drainage fabric. Overlap fabric edges at least 4 inches.
- D. Laying Drain Pipe: Lay drain pipe on compacted bedding. Provide full bearing for each pipe section throughout its length to true grades and alignment, and continuous slope in direction of flow.

1. Lay fabric wrapped perforated pipe with perforations down and joints tightly closed in accordance with pipe manufacturer's recommendations. Provide collars and couplings as required.
- E. Join and install PVC pipe as follows:
  1. Installation in accordance with ASTM D 2321.
- F. Testing Drain Lines: Test or check lines before backfilling to assure free flow. Remove obstructions, replace damaged components, and retest system until satisfactory. Owner must approve operation of system prior to covering it up.
- G. Washed Gravel: Place layer of washed gravel over drainage pipe and drainage fabric to depth indicated or, if not indicated, to a depth of not less than 4 inches around sides and 12 inches on top of drainage pipe.
- H. Fill to Grade: Apply fabric and backfill as required on plans.

END OF SECTION



# Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

## Bid Bond

### CONTRACTOR:

(Name, legal status and address)

Hacienda Landscaping, Inc.  
17840 Grove Rd.  
Minooka, IL 60447

### SURETY:

(Name, legal status and principal place of business)

Atlantic Specialty Insurance Company  
605 Highway 169 North, Suite 800  
Plymouth, MN 55441  
Mailing Address for Notices

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

### OWNER:

(Name, legal status and address)

Bolingbrook Park District  
301 Recreation Drive  
Bolingbrook, IL 60440

**BOND AMOUNT:** 10% Ten Percent of Amount Bid

### PROJECT:

(Name, location or address, and Project number, if any)


Drafke Park and Plimmer Park - Installation of Playground

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

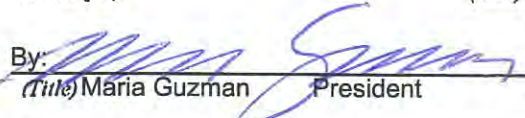
If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 25th day of February, 2021.

  
\_\_\_\_\_  
(Witness)

Hacienda Landscaping, Inc.  
(Principal) \_\_\_\_\_ (Seal)

By:   
(Title) Maria Guzman President

  
\_\_\_\_\_  
(Witness) Thomas Green

Atlantic Specialty Insurance Company  
(Surety) \_\_\_\_\_ (Seal)

By:   
(Title) William Reidinger, Attorney-in-Fact





## Power of Attorney

Surety Bond No: Did Bond

Principal: Hacienda Landscaping, Inc.  
Obligee: Bolingbrook Park District

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: William Reidinger, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: sixty million dollars (\$60,000,000) and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this fifth day of March, 2020.

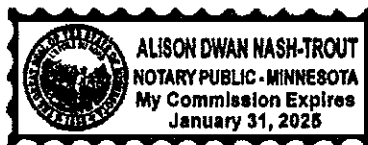
STATE OF MINNESOTA  
HENNEPIN COUNTY



By

Paul J. Brehm, Senior Vice President

On this fifth day of March, 2020, before me personally came Paul J. Brehm, Senior Vice President of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, that he is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.



Notary Public

I, the undersigned, Assistant Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 25th day of February, 2021.



Christopher V. Jerry, Secretary

MINUTES OF a Regular meeting of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, Held at the Recreational Center, 201 Recreation Drive, Bolingbrook, Illinois, within Said District, at 7:00 P.M. on Thursday, March 18, 2021.

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_ the President, and the following Park Commissioners at said location answered being Present:

\_\_\_\_\_  
\_\_\_\_\_.

The following Park Commissioners were absent from the meeting:

\_\_\_\_\_.

Park Commissioner \_\_\_\_\_ present and the Secretary read in full the following: **RESOLUTION NO. 21-08**

**RESOLUTION AWARDED A CONTRACT IN THE AMOUNT OF \$130,818.00 TO HACIENDA LANDSCAPING FOR IVANHOE & THE FOREST PARKS PLAYGROUND REPLACEMENT, INCLUDING ALL FOUR ALTERNATES (MINOOKA, ILLINOIS)**

**RESOLUTION NO. 21-08**

**RESOLUTION AWARDING A CONTRACT IN THE AMOUNT OF \$130,818.00 TO HACIENDA LANDSCAPING FOR IVANHOE & THE FOREST PARKS PLAYGROUND REPLACEMENT, INCLUDING ALL FOUR ALTERNATES (MINOOKA, ILLINOIS)**

WHEREAS, the Bolingbrook Park District ("Park District") is a duly organized unit of local government organized and operating under the Constitution and laws of the State of Illinois; and

WHEREAS, the Park District derives its rights, power and authority from the various sections of The Park District Code (the "Code"); and

WHEREAS, the Board of Park Commissioners of the Bolingbrook Park District has determined that it is necessary and in the best interests of the Park District to award a contract in the amount of \$130,818.00 to Hacienda Landscaping of Minooka, for replacement of playgrounds at Ivanhoe & The Forest Parks including all four alternates with said work consists of removals and grading, concrete work, playground equipment and underdrainage installation, and landscape restoration; and

WHEREAS, Hacienda Landscaping, has submitted the lowest responsible bid per the February 25, 2021 bid opening for the work which consists of all materials, labor, and equipment, as necessary for the playground projects at Ivanhoe & The Forest Parks including all four alternates listed in the bid documents; and

WHEREAS, the Board of Park Commissioners hereby finds and declares that it is in the best interests of the Park District to award the bid and enter into a contract;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings as if said recitals were fully set forth within this Section One.

SECTION TWO: The Board of Park Commissioners of the Bolingbrook Park District hereby approves the award of the bid to the lowest responsible bidder, Hacienda Landscaping, in the total amount not to exceed \$130,818.00, as set forth in Exhibit 1 attached hereto and made a part hereof. The Board directs staff to take the necessary steps to enter into said contract with hacienda Landscaping of Minooka, Illinois.

SECTION THREE: Any and all policies or resolutions of the Park District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage as provided by law.

PASSED THIS 18<sup>th</sup> day of March, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> day of March, 2021.

\_\_\_\_\_  
President, Board of Park Commissioners

ATTEST:

\_\_\_\_\_  
Secretary, Board of Park Commissioners

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Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the resolution as presented and read be approved.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said resolution as read.

Upon the roll being called, the following Park Commissioners voted:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Whereupon the President declared the motion carried and the resolution adopted, approved, and signed the same in open meeting, and directed the Secretary to record same in the records of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, which was done.

Other business not related to the passage of this resolution was duly transacted at the meeting.

Upon motion duly made and seconded, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

STATE OF ILLINOIS    )  
                                  ) SS.  
COUNTY OF WILL     )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the "Board") of the Bolingbrook Park District, Will County, Illinois (the "District"), and as such official I am the keeper of the records and filed of the District and the Board.

I further certify that the foregoing constitutes a full, true, and complete transcript of the minutes of the meeting of said Board held on the 18<sup>th</sup> day of March, 2021 insofar as same relate to the adoption of the following: **RESOLUTION 21-08**

**RESOLUTION AWARDING A CONTRACT IN THE AMOUNT OF \$130,818.00 TO HACIENDA LANDSCAPING FOR IVANHOE & THE FOREST PARKS PLAYGROUND REPLACEMENT, INCLUDING ALL FOUR ALTERNATES (MINOOKA, ILLINOIS)**

a true, correct, and complete copy of which resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the members of the Board of Park Commissioners on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of "AN ACT in Relation to Meetings," approved July 11, 1957, as amended (the "Open Meetings Act"), and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature at Bolingbrook, Illinois, this 18<sup>th</sup> day March, 2021.

---

Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois



Bidder Name: Hacienda Landscaping

Address: 17840 Grove Rd.  
Minooka, IL, 60447

Phone #: (815) 577-0851

## CONTRACT DOCUMENTS AND SPECIFICATIONS

### FOR

### IVANHOE PARK AND THE FOREST PARK PLAYGROUND RENOVATIONS

**BOLINGBROOK PARK DISTRICT  
301 RECREATION DRIVE  
BOLINGBROOK, IL 60440  
(630) 739-4696**

**February 25, 2021 at 10:00 A.M.**

Prepared By:



**UPLAND DESIGN Ltd.**  
**24042 Lockport St., Suite 200, Plainfield, Illinois 60544**  
1250 W. 18<sup>th</sup> Street, Chicago, Illinois 60608  
PH: (815) 254-0091 [www.uplanddesign.com](http://www.uplanddesign.com)

Project # 873



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## **ADVERTISEMENT FOR BID**

The Bolingbrook Park District will accept sealed bids for IVANHOE PARK AND THE FOREST PARK PLAYGROUND RENOVATIONS until THURSDAY, FEBRUARY 25, 2021 AT 10:00 A.M.

The proposed work consists of removals and grading, concrete work, playground equipment and underdrainage installation, and landscape restoration. Contractors bidding on the project must have a minimum of 5 years of applicable experience.

As of 10:00 A.M. FEBRUARY 8, 2021, Bid Documents are available at the Buildings & Grounds Facility offices, 301 Recreation Drive, Bolingbrook, Illinois 60440, (630) 739-4696.

Bids will be publicly opened and read at 10:00 A.M. FEBRUARY 25, 2021 at the Buildings & Grounds Facility offices, 301 Recreation Drive, Bolingbrook, Illinois 60440. Bids received after this time will be returned unopened. No oral proposals or modifications will be considered. The park district reserves the right to reject any and/or all bids, to waive any informality, and to accept the bid that is in the best interest of the Bolingbrook Park District. All contracts for the construction of public works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12).

All proposals must include a ten percent (10%) Bid Guarantee. No bidder may withdraw his proposal after the hour set for the opening thereof, or before award of the contract, unless said award is delayed for a period exceeding thirty (30) calendar days.

## INSTRUCTIONS TO BIDDERS

### Project Identification

**Project Name:** IVANHOE PARK AND THE FOREST PARK PLAYGROUND  
RENOVATIONS

**Project Owner:** Bolingbrook Park District  
301 Recreation Drive  
Bolingbrook, Illinois 60440

**Project Locations:** Ivanhoe Park  
190 Falconridge Way  
Bolingbrook, IL 60490

The Forest Park  
1399 Carraige Ln.  
Bolingbrook, IL 60440

**Bid Opening:** Feb 25, 2021 at 10:00 A.M.  
Location  
301 Recreation Drive  
Bolingbrook, Illinois 60440

**Project Scope:** The proposed work consists of removals and grading, concrete work, playground equipment and underdrainage installation, and landscape restoration. Contractors bidding on the project must have a minimum of 5 years of applicable experience.

**Begin Work:** Work can commence no sooner than April 5, 2021. Once started, work must continue until it is complete.

**Completion Deadline:** Ivanhoe Park – July 15, 2021  
The Forest Park – July 15, 2021

### **Contract Documents**

The work shall be performed in accordance with the plans and specifications entitled IVANHOE PARK AND THE FOREST PARK RENOVATIONS.

### **Bid Security**

A ten percent (10%) bid security in the form of a bid bond, postal money order, certified check, or cashier's check made payable to the Owner must accompany the bid. Failure to furnish a bid security in the proper form and amount, by the time set for opening of bids, may be cause for rejection of the bid, in the absolute discretion of the Owner.

### **Preparation and Submission of Bids**

Before submitting proposal, each bidder shall examine carefully all documents pertaining to the work and visit the site to verify conditions under which work will be performed. Submission of bid will be considered presumptive evidence that the Bidder has visited the site and is conversant with local facilities and difficulties, the requirements of the documents and of pertinent State or Local Codes, State of Labor and Material Markets, and has made due allowance in his bid for all contingencies. Include in bid all costs of labor, material, equipment, allowance, fees, permits, guarantees, applicable taxes, insurance and contingencies, with overhead and profit necessary to produce a complete project, or to complete those portions of the work covered by the specifications on which proposal is made, including all trades, without further cost to the Owner. Obtain all permits and arrange for all inspections. Pay all fees and costs incurred. No compensation will be allowed by reason of any difficulties which the Bidder could have discovered or reasonably should have discovered prior to bidding.

All proposals must be made upon the bid form furnished by the Owner included herewith and should give the amounts bids for work, in numbers, and must be signed and acknowledged by the Contractor. The proposal submitted must not contain erasures, inter-lineations, or other corrections unless each correction is suitably authenticated by affixing in the margin immediately opposite the correction the surname or surnames of the person or persons signing the bid. The bid form should not be removed from the specifications booklet.

### **Award of Contract**

Award of the contract will be made to the lowest responsive, responsible bidder, as determined by the Owner. The Owner may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim, or cause of action by any unsuccessful bidder against the Owner.

### **Non-Discrimination**

During the performance of this contract, the Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; and, selection for training including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

The Contractor will comply with all provisions of the Equal Employment Opportunity as required by the Human Rights Act and rules and regulations of the Illinois Department of Human Rights published at 44 Ill Administrative Code Section 750, *et seq.*

**Contract and Insurance**

The accepted bidder shall enter into a written contract; provide the Owner with copies of Workman's Compensation and Public Liability Insurance Policies or certificates therefore, within ten (10) calendar days of the "Written Notice to Proceed" and prior to the commencement of work.

**Sales Tax Exemption**

The Bolingbrook Park District is a municipal tax exempt body. Proof of tax exempt status is available upon request. Taxes should not be reflected in the bid price.

**GENERAL REQUIREMENTS**

**Provisions Included**

In resolving inconsistencies among two or more sections of the Contract Documents, precedence shall be given in the following order:

- First Agreement
- Second Laws and Regulations
- Third General Requirements
- Fourth Specifications
- Fifth Contract Drawings
- Sixth Provisions Included

**Extra Work**

The Contractor must have a work order for extra work in writing indicating such work and same must be signed by the Owner prior to construction of such work.

**Definitions**

- a. Contractor - The person, firm or corporation with whom Owner has entered into the Agreement.
- b. Owner - The Bolingbrook Park District
- c. Contract Documents - The Invitation to Bidders, Instructions to Bidders, Contractor's Bid (including documentation accompanying the Bid any post Bid documentation submitted prior to the Notice of Award), Addenda (which pertain to the Contract Documents), Agreement, Bonds, General Requirements including materials incorporated by the Provisions Included section, Specifications, Plans and/or Drawings as the same are more specifically identified in the Agreement, together with all amendments, modifications, and supplements issued on or after the execution of the Agreement.
- d. Subcontractor - Any person, firm or corporation with a direct contract with the Contractor who acts for or in behalf of the Contractor in executing any part of the Contract, but does not include one who merely furnishes the material.

**Bonds**

With Bid, and attached thereto, each Bidder shall furnish Bid Security payable to the Owner in the amount of 10% of Bid Amount. The Bid security can be in the form of a bid bond, money order or cashier's check. The Bonding Company shall have an Illinois Agent and/or be an Illinois Corporation with an in-state office. Include allowance in Bid for Performance Bond and Labor and Materials Bond in the amount of 100% of the Contract Unit Price using forms provided in the Contract Documents.

### **Payment**

At least ten (10) days before each progress payment fall due (but no more than once a month), the Contractor will submit to the Owner a partial payment estimate filled out and signed by the Contractor covering the work performed during the periods covered by partial payment estimate and supported by such data as the Owner may reasonably require. The Owner will within ten (10) days after receipt of each partial payment estimate, either indicate his approval of payment or present the partial payment estimate to the Contractor indicating in writing his reasons for refusing to approve payment. In the latter case, the Contractor may make the necessary corrections and resubmit the partial payment estimate. The Owner will pay the Contractor within forty-five (45) days of presentation of an approved partial estimate submitted by the last day of the month.

The Owner shall retain ten (10) percent of the amount of each payment until final completion and acceptance of all work covered by the Contract Documents. The Owner at any time, however, after fifty (50) percent of the work has been completed, if he finds that satisfactory progress is being made, may reduce retainage to five (5) percent on the current and remaining estimates. On completion of the work, payment will be made in full including retained percentages less authorized deductions.

The Contractor shall submit Partial Waivers of Lien, including the first payout, from Contractors, Subcontractors, and Materials Suppliers for each payout. Final Payment will be made within approximately thirty (30) days of final inspection and approval and receipt of all waivers, sworn statements, guarantee statements, and other documents set forth in the Contract Documents submitted by the last day of the month.

### **Indemnification**

**Duty to Defend, Indemnify, Give Notice:** Contractor shall defend all suits brought against the Owner, and their representatives, officers agents and employees by any person (whether employed by Contractor, or not) for damage to property and/or injury to persons (including death) alleged or claimed to have been caused by or through the performance by Contractor of the work, including work required by Guarantees or the condition of the site, and shall indemnify and hold harmless the Owner, and their representatives, officers, agents, and employees in their individual or their official capacities, from and against all claims, damages, losses and expenses, including attorney's fees, caused by or growing out of, incidental to, the performance of the work covered by these Contract Documents. The Contractor shall pay, liquidate, and discharge all claims or demands for personal injury (including death), and for loss of and damage to all property caused by, growing out of or incidental to the performance of the work by the Contract Documents including, without limiting the foregoing thereto, damage to the work and other property of the Owner and including all damages for the obstruction of private driveways, streets and alleys and all costs and expenses of suits and reasonable attorney's fees.

The obligation set forth in this Section shall, but not by way of limitation, specifically include all claims and judgment arising or alleged to arise under the Illinois laws regarding Structural Work (Illinois Revised Statutes, Chapter 48, Section 60 et. seq.) and regarding the Protection of Adjacent Landowners (Illinois Revised Statutes, Chapter 17 1/2, Section 51 et. seq.). In the event of any such injury (including death) or loss or damage (or claims therefore), the Contractor shall give immediate notice thereof to the Owner. The Contractor shall not be required to indemnify and hold Harmless the individual or their official capacities for such claims or demands which result solely from their own negligence.

In any and all claims against the Owner, their respective agents, employees, and representatives in their personal capacities as individuals as well as in their public and official capacities, made by any employee of the Contractor, and Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, the indemnification obligation under this Section shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the

Contractor or any Subcontractor under any Workman's Compensation Act, any Disability Benefit Act or any other Employee Benefit Act.

**Permits, Fees and Inspection**

The Contractor shall obtain all permits and arrange for all inspections required by State, County, Local and other authorities having lawful jurisdiction. The Contractor will pay all permit fees.

**Subcontracts**

Contractor operating under direct contracts with the Owner may let Subcontractors for the performance of such portions of the work as are usually executed by special trades. All such Subcontractors shall be based on conformance with all pertinent conditions set forth in the Contract Documents. The Contractor shall not, without written consent of the Owner, make any assignments or subcontracts for the execution of any of the works hereby quoted.

**Bidder's Representative**

Bidder shall, at all times, utilize competent employees, to perform the specified work. Bidder shall provide a competent on-site Site Supervisor who possesses good command of the English language (speaking, reading, and writing) for the work location at all times when the Bidder is providing work. The site supervisor shall be authorized to act on behalf of the Bidder and to supervise the work in a manner that will comply with all requirements of the plans and specifications.

**Materials and Workmanship**

All materials shall conform to the requirements of the Contract Documents. All materials are subject to the approval by the Owner both before and after incorporation into the project. All materials shall be new, of first quality, the best workmanship, and of the latest design. This does not apply to the incorporation of existing or salvaged materials into the project if specified in the Contract Documents. Any item of labor or material not shown as a separate pay item in the Bid shall be supplies as shown on the plans or required for construction and installed as incidental to the contract.

**Utilities and Underground Facilities**

Prior to commencement of any work, the Contractor shall notify all public and private utility companies which may have facilities in the area before construction begins. The Contractor shall make necessary arrangements for having these companies protect, brace, or move their facilities as may be necessary for construction of the improvements. Costs incurred due to the moving or protection of utilities or in satisfying the requirements of the utility companies shall be incidental to the cost of the proposed improvements.

When the Contract Documents include information pertaining to the location of underground facilities, such information represents only the opinion of the Owner as to the approximate location of such utilities and is only included for the convenience of the bidder. At the locations wherein detailed positions of these facilities become necessary to the new construction, the Contractor shall, at his own expense, furnish all labor and tools to either verify and substantiate the location or establish the position of the facilities. The Owner assumes no responsibility whatever in respect to the sufficiency or accuracy of the information shown on the Contract Documents relative to the location of underground facilities or the manner in which they are to be removed or adjusted.

**Abandonment**

Should the Bidder abandon or neglect the work, or if the Owner at any time is convinced that the work is unreasonably delayed, or that the conditions of the contract is being willfully violated, or executed carelessly, or in bad faith, he may notify the Bidder in writing, and if his notification be without effect within twenty-four (24) hours after the delivery hereof, then and in that case the contractor shall discontinue all work under

the contract and the Owner shall have full authority to make arrangements for the completion of the contract at the expense of the Bidder.

#### **Pre-Construction Meeting**

Contractor shall attend a pre-construction meeting with the Owner prior to initiation of the work. At the meeting the Contractor shall present his schedule for performing the work as well as discuss his proposed methodology for performing the work.

#### **Protection of the Public, Work, and Property**

The Contractor shall provide and maintain all necessary watchmen, barricades, lights, warning signs, and other signals and take all necessary precautions for the protection of all work from damages, and shall take all reasonable precautions to protect the project property from injury or loss arising in connection with his contract.

The Contractor shall make good any damage, injury or loss to his work and to the property of the Owner resulting from lack of reasonable protective precautions, except such as may be caused by agents or employees of the Owner. He shall adequately protect adjacent private and public property, as provided by law and these specifications.

#### **Site Clean-Up**

The Contractor shall keep the site free from accumulations of debris, rubbish, and waste materials at all times. The Contractor shall arrange for the removal and disposition of debris, rubbish, and waste materials at no cost to the Owner. If the Contractor fails to remove any debris, rubbish, or waste materials within five (5) days of written notice to clean the site, the Owner may remove the materials and charge the cost thereof to the Contractor.

When the Contractor's equipment is operated upon an existing pavement used by traffic, the Contractor shall clean the pavement of all dirt and debris at the end of each day's operations, and at other times as directed by the Owner, the Engineer, or the roads governing authority. The cleaning work shall be considered as incidental to the contract.

#### **Insurance**

The Contractor shall not commence work under the Agreement until he has obtained all insurance required, and it has been approved by the Owner. All such insurance shall be purchased only from companies licensed and dully authorized by the Department of Insurance of the State of Illinois to do business in Illinois and to write the types of insurance policies as herein specified. Said companies must have a policy holder's rating of A+ and a financial rating of AAAAA as stated in the latest edition of Best's Insurance Guide. The insurance coverage must be maintained by the Contractor until all work is completed and accepted by the Owner as set forth in the Contract Documents.

- a. Workman's Compensation and occupational disease insurance covering all employees in statutory limits who perform any obligations assumed under Agreement.
- b. Public liability and property damage liability insurance covering all operations under Agreement. Public liability insurance shall be in an amount not less than \$1,000,000 on account of any one occurrence, including accidental death. Property damage insurance shall be in an amount not less than \$1,000,000 for bodily injury per person with an aggregate limit of not less than \$2,000,000.
- c. Automobile liability insurance on all self-propelled vehicles used in connection with Agreement, whether owned, non-owned, or hired. Comprehensive automobile liability insurance shall provide not less than \$1,000,000 per person and \$1,000,000 per accident, and property damage coverage in limits of an amount not less than \$1,000,000 per accident.
- d. Public Liability and Property Damage Insurance for Owner shall include the Owner as named insured under the foregoing Public Liability and Property Damage Insurance or the Contractor shall provide a



separate policy for the Owner in accordance with the requirements under the foregoing Public Liability and Property Damage Insurance. Said insurance shall afford the Owner the same protection and in the same amounts as required in Paragraph (b) above, and shall protect the Owner from all claims for bodily injury and property damage arising from its ownership of the premises and general supervision of the work, including claims by employees of the Contractor.

Within ten (10) calendar days after receipt of the " Notice of Award", the Contractor shall file with the Owner, a Certificate of Insurance showing complete coverage of all insurance required by this Section signed by the insurance companies or their authorized agents, certifying to the name and address of the party insured, the description of the work covered by such insurance, the insurance policy numbers, the limits of liability of the policies and the dates of their expirations, with a further certification from said insurance companies that their policies will not be modified amended, changed, canceled or terminated without 30 business days prior written notice to the Owner. Such certification must be in the form acceptable to the Owner. If any form of umbrella or excess coverage policy is utilized by the Contractor, the Owner reserves the right to require a copy of the entire policy. **The Bolingbrook Park District and Upland Design Ltd. shall be named as additional insured.** (Use additional insured endorsement - Owners, Lessees or Contractors (Form B) a sample is included in this bid packet).

#### **Construction Schedule**

The Contractor shall submit to the Superintendent of Projects and Planning within ten (10) days after the effective date of award a schedule outlining construction methods and a timetable for completion of the project. The construction schedule must be approved by the Superintendent of Projects and Planning prior to commencing work. All work on the project, including punch list, shall be complete by the date indicated in "Instructions to Bidders".

#### **Line and Grade Stakes**

Stakes for lines and grades shall be provided by the Contractor. Prior to commencing work and before pouring or finally adjusting any structure or closing any excavation, the Contractor shall verify the correctness of any grades so as to conform to the Contract Documents.

#### **Construction Observation**

The Superintendent of Projects and Planning shall observe the work on behalf of the Bolingbrook Park District and will provide general assistance during construction insofar as proper interpretation of the Contract Documents is affected. The Superintendent of Projects and Planning shall not be responsible for the acts of omission of the Contractor's superintendent or other employees.

All materials used and all completed work by the Contractor shall be subject to the observation of the Superintendent of Projects and Planning. The Contractor shall furnish such samples of materials for examination and tests as may be requested by Superintendent of Projects and Planning and shall furnish information required concerning the nature or source of any materials or equipment which he proposes to use. Any material, equipment, or work which does not satisfactorily meet the Contract Documents may be rejected by the Superintendent of Projects and Planning by giving written notice to the Contractor. All rejected materials, equipment, or work shall be promptly removed and replaced at the Contractor's expense.

#### **Laws and Certification**

The Bidder shall at all times observe and comply with all Federal, State and Local laws, regulations and ordinances which in any manner affect the conduct of the work. Any complaint, claim or action brought against the Bidder for failing to observe or comply with any law, ordinance, or regulation shall be the sole responsibility of the Bidder and shall in no way extend to or expose the Owner to liability and the Bidder shall indemnify and hold harmless the Owner from any and all such complaints, claims, or actions. All workmanship and materials shall conform and comply with the requirements of the building ordinances

and rules and regulations of all departments and bureaus of the county, city and state having lawful jurisdiction. All of which are hereby made a part of these specifications, or indicated on the drawings.

### **Change Orders**

Changes to facilitate Project Improvements in the best interest of the Owner may be made by the Superintendent of Projects and Planning, with the understanding of both parties that no change in contract price is involved. Where proposed changes involve a modification to the contract sum, the contract time, or material change in the work (i.e., other than minor field changes) a written change order shall be prepared by the Bidder and approved by the Superintendent of Projects and Planning prior to any change taking place.

### **Field Representative**

Field representatives may be appointed by the Owner to see that the work is performed in accordance with the Contract Documents. Field representatives shall have the authority to condemn and/or reject defective work and materials. Field representatives shall have no authority to permit deviation from the Contract Documents and the Contractor shall be liable for any deviations made without a written order from the Superintendent of Projects and Planning.

### **Guarantee-Warranty**

The Contractor shall guarantee-warranty all materials for a period of one (1) year from date of acceptance by the Bolingbrook Park District. The warranty shall include all labor and material costs associated with repairs or replacement.

### **Substance Abuse Prevention Policy**

Pursuant to P.A. 95-0635 (the "Substance Abuse Prevention on Public Works Act"), employees of the contractor and the employees of the subcontractor are prohibited from the use of drugs or alcohol, as defined in the Act, while performing work on any public works project.

Before the contractor or subcontractor commences work, the Contractor and any Subcontractor shall have in place a written Substance Abuse Prevention Program for the prevention of substance abuse among its employees which meets or exceeds the requirements in P.A. 95-0635 or shall have a collective bargaining agreement in effect dealing with the subject matter of P.A. 95-0635.

The Contractor and any Subcontractor shall file with the public body engaged in the construction of the public works: a copy of the substance abuse prevention program along with a cover letter certifying that their program meets the requirements of the Act or a letter certifying that the Contractor or Subcontractor has a collective bargaining agreement in effect dealing with the subject matter of this Act. A certification form is attached and must be completed by the Contractor and each Subcontractor to this Contract.

### **Drug-Free Workplace Act**

Pursuant to Ill.Rev.Stat.ch 127 Para 132.311 et. Seq. ("Drug-Free Workplace Act"), the Contractor shall certify with the Owner that it will provide a drug-free workplace. A certification form is attached to this document and must be completed by the Bidder.

### **Wage Rates/Prevailing Wage Ordinance**

Each Contractor or Subcontractor performing Work on this project shall comply in all respects with all laws governing the employment of labor, Social Security, and Unemployment Insurance of both the State and Federal government. There shall be paid each employee engaged in Work under this Contract at the site of the Project, no less than the minimum wage for the classifications of labor employed in compliance with 820 ILCS 130/1 et seq., as now existing or hereafter amended. A copy of the "General Prevailing Hourly Rates" is hereafter included.

In accordance with 820 ILCS 130/5, The Contractor and each subcontractor shall 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 record shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each period, the number of hours worked each day, and the starting and ending times of work each day.

The Contractor and each subcontractor shall submit monthly, in person, by mail, or electronically, a certified payroll to the Bolingbrook Park District. The certified payroll shall consist of a complete copy of the records. 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; 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.

Upon two (2) business days' notice, the Contractor and each subcontractor shall make available for inspection the records to the Bolingbrook Park District, its officers and agents, and to the Director of Labor and his deputies and agents at all reasonable hours at a location within the State. The Contractor and each subcontractor shall permit his or her employees to be interviewed on the job, during working hours, by compliance investigators of the Department or the Department of Labor.

Will County Prevailing Wage Rates posted on 9/2/2020

Trade Title	Rg	Type	C	Base	Foreman	M-F	Overtime				Pension	Vac	Trng	Other Ins
							Sa	Su	Hol	H/W				
ASBESTOS ABT-GEN	All	ALL		44.40	45.40	1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.00	
ASBESTOS ABT-MEC	All	BLD		38.44	41.51	1.5	1.5	2.0	2.0	14.07	12.51	0.00	0.77	
BOILERMAKER	All	BLD		51.56	56.20	2.0	2.0	2.0	2.0	6.07	21.58	0.00	1.20	
BRICK MASON	All	BLD		47.56	52.32	1.5	1.5	2.0	2.0	11.20	20.51	0.00	0.97	
CARPENTER	All	ALL		49.78	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
CEMENT MASON	All	ALL		44.19	46.19	2.0	1.5	2.0	2.0	10.90	27.92	0.00	0.50	
CERAMIC TILE FINISHER	All	BLD		41.80	41.80	1.5	1.5	2.0	2.0	11.25	13.41	0.00	0.88	
COMMUNICATION TECHNICIAN	All	BLD		38.50	42.35	1.5	1.5	2.0	2.0	15.94	14.27	0.00	0.75	1.85
ELECTRIC PWR EQMT OP	All	ALL		54.60	59.90	1.5	1.5	2.0	2.0	12.72	18.42	0.00	3.40	
ELECTRIC PWR GRNDMAN	All	ALL		42.82	50.60	1.5	1.5	2.0	2.0	9.93	14.37	0.00	2.66	
ELECTRIC PWR LINEMAN	All	ALL		54.60	59.90	1.5	1.5	2.0	2.0	12.72	18.42	0.00	3.40	
ELECTRICIAN	All	BLD		47.00	51.23	1.5	1.5	2.0	2.0	16.39	19.26	0.00	1.23	4.21
ELEVATOR CONSTRUCTOR	All	BLD		58.47	65.78	2.0	2.0	2.0	2.0	15.73	18.41	4.68	0.63	
GLAZIER	All	BLD		48.35	47.85	1.5	2.0	2.0	2.0	14.76	22.67	0.00	1.26	
HEAT/FROST INSULATOR	All	BLD		51.25	54.33	1.5	1.5	2.0	2.0	14.07	14.26	0.00	0.77	
IRON WORKER	All	ALL		45.00	49.50	2.0	2.0	2.0	2.0	12.46	27.07	0.00	0.95	
LABORER	All	ALL		44.40	45.15	1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
LATHER	All	ALL		49.78	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
MACHINIST	All	BLD		49.69	52.18	1.5	1.5	2.0	2.0	7.93	8.95	1.85	1.47	
MARBLE FINISHER	All	ALL		35.73	40.05	1.5	1.5	2.0	2.0	11.20	18.71	0.00	0.87	
MARBLE MASON	All	BLD		46.71	51.39	1.5	1.5	2.0	2.0	11.20	19.98	0.00	0.95	
MATERIAL TESTER I	All	ALL		34.40		1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
MATERIALS TESTER II	All	ALL		39.40		1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
MILLWRIGHT	All	ALL		49.78	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
OPERATING ENGINEER	All	BLD	1	52.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	2	50.80	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	3	48.25	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	4	46.50	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	5	55.85	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	6	53.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	7	55.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	FLT	1	59.20	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	2	56.70	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	3	50.45	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	4	41.95	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	5	59.70	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	6	40.00	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	HWY	1	50.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	2	49.75	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	3	47.70	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	4	46.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	5	45.10	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	6	53.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	7	51.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
PAINTER	All	ALL		48.30	54.34	1.5	1.5	1.5	2.0	12.51	14.24	0.00	1.87	
PAINTER - SIGNS	All	BLD		39.84	44.74	1.5	1.5	2.0	2.0	2.73	3.39	0.00	0.00	
PILEDRIVER	All	ALL		49.78	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
PIPEFITTER	All	BLD		50.75	53.75	1.5	1.5	2.0	2.0	10.85	20.85	0.00	2.92	
PLASTERER	All	BLD		45.00	47.70	1.5	1.5	2.0	2.0	15.75	18.14	0.00	1.25	
PLUMBER	All	BLD		52.00	55.10	1.5	1.5	2.0	2.0	16.22	15.60	0.00	1.40	
ROOFER	All	BLD		45.45	49.45	1.5	1.5	2.0	2.0	10.88	13.31	0.00	0.91	
SHEETMETAL WORKER	All	BLD		49.07	51.52	1.5	1.5	2.0	2.0	10.85	17.51	0.00	1.14	2.32
SPRINKLER FITTER	All	BLD		50.95	53.45	1.5	1.5	2.0	2.0	13.50	16.60	0.00	0.75	
STONE MASON	All	BLD		47.56	52.32	1.5	1.5	2.0	2.0	11.20	20.51	0.00	0.97	
TERRAZZO FINISHER	All	BLD		43.54	43.54	1.5	1.5	2.0	2.0	11.25	15.61	0.00	0.90	
TERRAZZO MASON	All	BLD		47.38	50.88	1.5	1.5	2.0	2.0	11.25	17.07	0.00	0.94	
TILE MASON	All	BLD		48.75	52.75	1.5	1.5	2.0	2.0	11.25	16.90	0.00	0.95	
TRAFFIC SAFETY WORKER	All	HWY		36.75	38.35	1.5	1.5	2.0	2.0	7.95	8.20	0.00	0.75	
TRUCK DRIVER	All	ALL	1	40.70	41.25	1.5	1.5	2.0	2.0	9.90	10.64	0.00	0.15	
TRUCK DRIVER	All	ALL	2	40.85	41.25	1.5	1.5	2.0	2.0	9.90	10.64	0.00	0.15	
TRUCK DRIVER	All	ALL	3	41.05	41.25	1.5	1.5	2.0	2.0	9.90	10.64	0.00	0.15	
TRUCK DRIVER	All	ALL	4	41.25	41.25	1.5	1.5	2.0	2.0	9.90	10.64	0.00	0.15	
TUCKPOINTER	All	BLD		47.25	48.25	1.5	1.5	2.0	2.0	8.50	16.48	0.00	0.94	

## **TECHNICAL SPECIFICATIONS**

### **SCOPE OF WORK**

The proposed work consists of removals and grading, concrete work, playground equipment and underdrainage installation, and landscape restoration. Contractors bidding on the project must have a minimum of 5 years of applicable experience.

### **CLEAN-UP**

Contractor is responsible for cleanup at the end of each working day, and at the completion of the project, which shall include proper disposal of all unused materials.

### **WARRANTY**

The warranty period shall be for ONE (1) year. It shall cover all materials, labor and workmanship. The warranty period will start upon acceptance of the project by staff.

### **MATERIAL PURCHASE**

The play equipment shall be supplied by Owner and fully installed by Contractor. The Contractor fully install site furniture. Any other material or supply required for the project shall be purchased by the Contractor and fully installed.

**CONTRACTORS BID  
IVANHOE PARK AND THE FOREST PARK PLAYGROUND RENOVATIONS**

Name of Bidder: Hacienda Landscaping

Address: 17840 Grove Rd, Minooka, IL, 60447

Phone: (815) 577-0851 Fax: (815) 782-6493

Email: hacienda1911@gmail.com

Having examined the Contract Documents and having thoroughly examined the site and pertinent areas adjacent thereto, acknowledging the same to be accurate and complete insofar as pertinent details are concerned, we the undersigned agree to furnish all labor, materials, equipment, tools and services or whatever else is required for construction of the project in accordance with the Contract Documents, within the time set forth therein and at the prices included herewith.

The Bidder acknowledges receipt of the following Addenda, which are part of the Contract Documents: Numbers     ,     ,     ,     ,     .

The undersigned agrees to execute a Contract for this work and present the same to the Owner within five (5) days after the date of written notice of the award of the Contract to him. The undersigned further agrees that he will commence work not later than ten (10) days after written notice to proceed and execution and approval of the Contract and the Contract Bond(s) unless otherwise provided, and will diligently prosecute the work in such a manner and with such materials, equipment, and labor as will insure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the Contract.

Accompanying this bid is a bid security complying with the requirements of the Contract Documents, for ten percent (10%) of the total base bid price. The amount of the bid security is:

Bid Bond 10%  
(Contractor to fill in Amount)

If this Bid is accepted and the undersigned fails to execute a Contract as required herein, it is hereby agreed that the amount of the check or draft shall become the property of the Owner and shall be considered as payment of damages due to delay of said Contract. In submitting this Bid, it is understood that the right is reserved by the Owner to reject any and all Bids and it is agreed that this Bid may not be withdrawn during the period of days provided in the Contract Documents.

The base bid amount is the summation of the cost of the items of work and is equal to the summation of the extension of the unit prices. Contractor must include unit pricing for bid to be considered.

Contractor: Hacienda Landscaping

TO: **Bolingbrook Park District**  
**IVANHOE PARK AND THE FOREST PARK PLAYGROUND RENOVATIONS**  
 301 Recreation Drive, Bolingbrook, IL 60440

The undersigned bidder has carefully examined the plans and specifications for the **IVANHOE PARK AND THE FOREST PARK PLAYGROUND RENOVATIONS**, in **Bolingbrook, Illinois** as prepared by Upland Design Ltd. and having carefully examined the site and completely familiarized him/herself with local conditions affecting the cost of the work: hereby states that he/she will provide all necessary labor, equipment, tools, machinery, apparatus and all other means of construction, do all the work and furnish all materials, called for by said plans and specifications in the manner prescribed by in accordance with the requirements of the contract, specification and drawings: and will accept as full and complete payment therefore the base bid amount which is the summation of the cost of the items of work and is equal to the summation of the extension of the unit prices.

S.Y.= Square Yard  
 C.Y.= Cubic Yard

L.F.= Linear Foot  
 S.F.= Square Foot

L.S.= Lump Sum

**Base Bid: Ivanhoe Park**

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
1	Site Preparation, Removals and Earthwork, Complete.	1	LS	\$ 9500	\$ 9500
2	Concrete Paving	1249	SF	\$ 8.00	\$ 9992
3	Curb at Playground	40	LF	\$ 30	\$ 1200
4	Integral Curb at Walk	18	LF	\$ 25	\$ 450
5	Playground Sloped Entry	109	SF	\$ 9	\$ 981
6	Stone Base and Geotextile Fabric	6008	SF	\$ 1.25	\$ 7510
7	4" Perf. SDR26 Playground Underdrainage	373	LF	\$ 15	\$ 5595
8	4" Solid SDR26 Playground Underdrainage	10	LF	\$ 15	\$ 150
9	Drain Cleanout - EWF	1	EACH	\$ 100	\$ 100
10	Pop Up Drainage Emitter	1	EACH	\$ 100	\$ 100
<b>Play Equipment shall be purchased by the Owner. Contractor shall take delivery and fully install</b>					
11	Install 5-12 Component Structure	1	LS	\$ 10500	\$ 10500
12	Install 2-5 Component Structure	1	LS	\$ 4200	\$ 4200
13	Install Swing Set and Swings	1	LS	\$ 1200	\$ 1200

Contractor: Hacienda Landscaping

14	Balance Trax	1	EACH	\$ 1000	\$ 1000
15	Spin Cup	1	EACH	\$ 200	\$ 200
16	Spintastic	1	EACH	\$ 150	\$ 150
17	Cosrmic Wrap	1	EACH	\$ 400	\$ 400
18	Spinami	1	EACH	\$ 1200	\$ 1200
<b>Site Furniture shall be purchased and fully installed by the Contractor</b>					
19	Bench with Back (Surface Mount)	5	EACH	\$ 867	\$ 4335
20	Lawn restoration and establishment including core aeration, seeding, fertilizing, and blanket cover at all disturbed areas.	1	LS	\$ 2000	\$ 2000

Ivanhoe Park Subtotal \$ 60,763

**Base Bid: The Forest Park**

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
21	Site Preparation, Removals and Earthwork, Complete.	1	LS	\$ 8000	\$ 8000
22	Concrete Paving	326	SF	\$ 8	\$ 2608
23	Curb at Playground	12	LF	\$ 30	\$ 360
24	Integral Curb at Walk	25	LF	\$ 25	\$ 625
25	Playground Sloped Entry	194	SF	\$ 9	\$ 1746
26	Stone Base and Geotextile Fabric	5600	SF	\$ 1.25	\$ 7000
27	Detectable Warning	18	SF	\$ 45	\$ 810
28	4" Perf. SDR26 Playground Underdrainage	359	LF	\$ 18	\$ 6462
29	4" Solid SDR26 Playground Underdrainage	23	LF	\$ 18	\$ 414
30	Drain Cleanout - EWF	2	EACH	\$ 100	\$ 200



Contractor: Hacienda Landscaping

Play Equipment shall be purchased by the Owner. Contractor shall take delivery and fully install					
31	Install 5-12 Component Structure	1	LS	\$ 10,000	\$ 10,000
32	Install 2-5 Component Structure	1	LS	\$ 3200	\$ 3200
33	Install Swing Set and Swings	1	LS	\$ 1200	\$ 1200
34	Modpods	2	EACH	\$ 1200	\$ 2400
35	Butterfly Climbers	3	EACH	\$ 120	\$ 360
36	Flower Climbers	1	EACH	\$ 300	\$ 300
Site Furniture shall be purchased and fully installed by the Contractor					
37	Bench with Back (Surface Mount)	2	EACH	\$ 880	\$ 1760
38	Lawn restoration and establishment including core aeration, seeding, fertilizing, and blanket cover at all disturbed areas.	1	LS	\$ 800	\$ 800

The Forest Park Subtotal \$ 48,245

Base Bid Total \$ 109,008

Base Bid in Writing: One hundred Nine thousand Eight dollars

Contractor: Hacienda Landscaping

**ALTERNATE ITEMS:**

The following Alternate Items are not part of the Base Bid. The Owner, at their discretion, may choose some, all or none of the alternate items. The lowest bidder shall be the lowest base bid plus the chosen alternate, or no alternates.

**Add: Ivanhoe Park**

Alternate #1: Engineered Wood Fiber Surfacing by Contractor

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
Add A1-1	Engineered Wood Fiber Surfacing	6008	SF	\$ 1.25	\$ 7510

Ivanhoe Park Alternate #1 Total \$ 7510

Alternate in Writing:

Seven thousand five hundred and ten dollars

**Add: Ivanhoe Park**

Alternate #2: Paint Shelter

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
Add A2-1	Shelter Exterior Paint	1	LS	\$ 3900	\$ 3900

Ivanhoe Park Alternate #2 Total \$ 3900

Alternate in Writing:

Three thousand Nine hundred dollars

**Add: The Forest Park**

Alternate #3: Engineered Wood Fiber Surfacing by Contractor

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
Add A3-1	Engineered Wood Fiber Surfacing	5600	S.F.	\$ 1.25	\$ 7000

The Forest Park Alternate #3 Total \$ 7000

Alternate in Writing:

Seven thousand dollars

**Add: The Forest Park**

Alternate #4: Paint Shelter

Item #	Description	Quantity	Unit	Installed Unit Price	Item Total:
Add A4-1	Shleter Exterior Paint	1	LS	\$ 3400	\$ 3400

The Forest Park Alternate #4 Total \$ 3400

Alternate in Writing:

Three thousand four hundred dollars.

Deviations from specifications (use additional paper if necessary).

Bidder hereby certifies:

- a. That this Bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
- b. That he has not directly or indirectly induced or solicited any other Bidder to put in a false or sham Bid.
- c. That he has not solicited or induced any person, firm, or corporation to refrain from Bidding.
- d. That he has not sought by collusion or otherwise to obtain for himself any advantage over any other Bidder or over the Owner.
- e. That all contractors and subcontractors rendering services under this contract shall comply with all provisions of the Illinois prevailing Wage Act to the extent applicable, 820 ILCS 130/01 et seq. and as amended January 1, 2010.
- f. That he is not barred from Bidding for this Contract as a result of the violation of Section 33E-3 or Section 33E-4 of the Illinois Criminal Code of 1961 (Ill. Rev. Stat. ch. 38, Paragraph 33E-1 et. seq.).
- g. That he shall comply with provisions of the Veterans Preference Act (Ill. Rev. Stat. ch. 126.5, Paragraph 23).
- h. That he shall comply with the Employment of Illinois on Public Works Act.
- i. That he shall comply with the Illinois Human Rights Act and the rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, et seq.

FIRM NAME: Hacienda Landscaping (SEAL)

ADDRESS: 17840 Grove Rd, Minooka, IL, 60447

SIGNED BY: [Signature] 2/24/2021  
(Signature and Date)

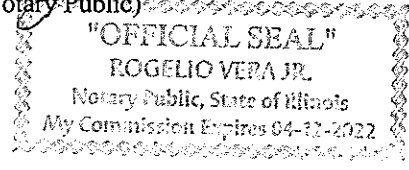
Maria Guzman  
(Printed Name)

Owner  
(Title)

ATTEST: [Signature]  
(Secretary)

Subscribed and Sworn to me before this 24 day of Feb., 2021

[Signature]  
(Notary Public)



**BOLINGBROOK PARK DISTRICT  
CONTRACTOR'S CERTIFICATION**

- (1) Pursuant to P.A. 85-1295 (720 ILCS 5/33E-1 *et seq.*) the undersigned contractor hereby certifies to the Bolingbrook Park District that the contractor is not barred from bidding on the contract as a result of violation of either Section 33 E-3 or 33-4 or that Act.
- (2) The contractor further certifies that the contractor is not delinquent in the payment of any tax administered by the Illinois Department of Revenue or,
- a) is contesting such liability or the amount of tax in accordance with procedures established by the appropriate revenue act, or
  - b) has entered into an agreement with the Department of Revenue for payment of all taxes due and is in compliance with that Agreement.

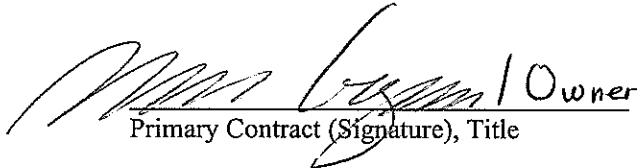
Dated: February 24/2021

Hacienda Landscaping  
(Company)

17840 Grove Rd  
(Mailing Address)

Minooka, IL, 60447

(815) 577-0851  
(Area Code) (Phone Number)

 Owner  
Primary Contract (Signature), Title

**BOLINGBROOK PARK DISTRICT  
ANTI-COLLUSION AFFIDAVIT OF COMPLIANCE**

Mania Guzman, being

first and duly sworn, deposes and says:

That he is Owner of

\_\_\_\_\_  
(Partner, Officer, Owner, etc.)

Hacienda Landscaping  
(Contractor)

The party making the foregoing proposal or bid, that such bid or proposal is genuine and not collusive, or sham: that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any contractor or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element or said bid, or that of any other contractor, or to secure any advantages against any other or any person interested in the proposed contract.

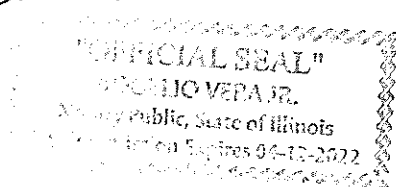
[Signature]  
(Name of Contractor, if Contractor is an Individual)  
(Name of Partner, if Partner is a Partnership)  
(Name of Officer, if Contractor is a Corporation)

The above statements must be subscribed and sworn to before a notary public.  
Subscribed and sworn to

This 24 day of February, 2021

By [Signature]

[Signature]  
(Notary Public)



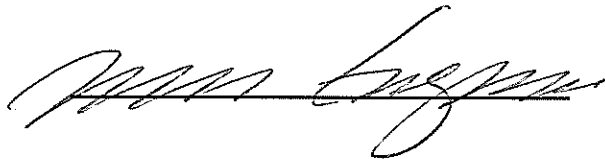
**BOLINGBROOK PARK DISTRICT  
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Bolingbrook Park District, its officials, agents and employees against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in anywise accrue against the Bolingbrook Park District, its officials, agents and employees, arising in whole or in part of in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in anywise result in therefore, except that arising out of the sole legal cause of the Bolingbrook Park District, its agents or employees, the Contractor shall, at its own expense, appear, defend and pay all charges of attorneys and all cost and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Bolingbrook Park District, its officials, agents and employees, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same.

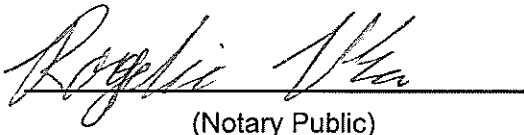
Contractor expresses, understands and agrees that any performance bond or insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Bolingbrook Park District, its officials, agents and employees as herein provided.

The Contractor further agrees that to the extent that money is due the Contractor, by virtue of this contract as shall be considered necessary in the judgment of the Bolingbrook Park District may be retained by the Park District to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that extent shall have been furnished to the satisfaction of the Bolingbrook Park District.

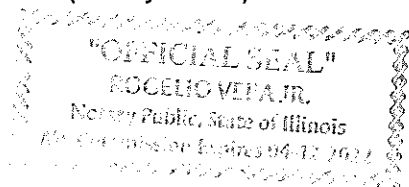
CONTRACTOR:



ATTEST:



(Notary Public)



**STATEMENT OF EXPERIENCE**

List five Similar Projects your organization has completed in the last 2 years that include playground installation and paving compliant with ADA to correct nonconforming pavement cross slopes and running slopes.

\* See Attachment

1. Company Name:  
Contact Person:  
Phone:  
Project Description:  
Date of Completion:
  
2. Company Name:  
Contact Person:  
Phone:  
Project Description:  
Date of Completion:
  
3. Company Name:  
Contact Person:  
Phone:  
Project Description:  
Date of Completion:
  
4. Company Name:  
Contact Person:  
Phone:  
Project Description:  
Date of Completion:
  
5. Company Name:  
Contact Person:  
Phone:  
Project Description:  
Date of Completion:

**SUBCONTRACTORS**

The following list includes all subcontractors who will perform work representing five percent or more of the total base bid. The Bidder represents that the subcontractors are qualified to perform the work required.

Category	Subcontractor Name	Address
1.	N/A	
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		



**SUBSTANCE ABUSE PREVENTION PROGRAM**

Pursuant to Public Act 95-0635, the undersigned hereby certifies that it is in compliance with the terms and provisions of the Substance Abuse Prevention on Public Works Act. In particular, the undersigned hereby represents and warrants to the Bolingbrook Park District as follows:

**[Complete either A or B below]**

- A. The undersigned representative of the Contractor/Subcontractor certifies that the contracting entity has signed collective bargaining agreements that are in effect for all of its employees, and that deal with the subject matter of Public Act 95-0635.

Hacienda Landscaping Inc.  
Contractor/Subcontractor

Maria buzman  
Name of Authorized Representative (type or print)

President  
Title of Authorized Representative (type or print)

Date: February 21 / 2021

[Handwritten Signature]  
Signature of Authorized Representative

- B. The undersigned representative of the Contractor/Subcontractor certifies that the contracting entity has in place for all of its employees not covered by a collective beginning agreement that deals with the subject of the Act, the attached substance abuse prevention program that meets or exceeds the requirement of Public Act 95-0635 **[attach a copy of the program]**.

\_\_\_\_\_  
Contractor/Subcontractor

\_\_\_\_\_  
Name of Authorized Representative (type or print)

\_\_\_\_\_  
Title of Authorized Representative (type or print)

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

\_\_\_\_\_  
Signature of Authorized Representative

## **CONTRACTOR'S DRUG-FREE WORKPLACE CERTIFICATION**

Pursuant to Ill.Rev.Stat. ch. 127 Para. 132.311 et. seq. ("Drug-Free Workplace Act), the

undersigned contractor hereby certifies to the contracting agency that it will provide a drug-free workplace by:

- (a) Publishing a statement:
  - (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
  - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
  - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
    - (A) Abide by the terms of the statement; and
    - (B) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's or contractor's policy of maintaining a drug free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance program; and
  - (4) The penalties that may be imposed upon employees for drug violations.
- (c) Making it a requirement to give a copy of the statement required by subsection (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

**DRUG FREE WORKPLACE CERTIFICATION**  
**PAGE TWO**

(d) Notifying the contracting agency within 10 day after receiving notice under part (B) of paragraph (3) of subsection (a) from an employee or otherwise receiving actual notice of such conviction.


(e) Imposing a sanction on or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by Ill.Rev.Stat. ch. 127 Para. 132.315.

(f) Assisting employees in selecting a course of action in the event drug counseling treatment, and rehabilitation is required and indicating that a trained referral team is in place.


(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of this Section.

Failure to abide by this certification shall subject the

Contractor to the penalties provided in Ill.Rev.Stat. ch. 127  
Para. 132.316.

Hauenda Landscaping   
Contractor

ATTEST:

  
\_\_\_\_\_

DATE: 02/24/2021

**Bolingbrook Park District  
Prevailing Wage Act  
Contractor/Subcontractor Requirements**

The Illinois Prevailing Wage Act, 820 ILCS 130/01 *et seq.* ("the Act") required contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website at:

<http://www.state.il.us/agency/idol/rates/rates.HTM>

All contractors and subcontractors rendering services under this contract shall comply with all requirements of the Act to the extent applicable, *including but not limited to*, all wage, notice and record keeping duties.

I hereby agree to adhere to all requirements of the State of Illinois Prevailing Wage Act including changes to the Act in Public Acts 96-0185 and 96-0437 effective January 1, 2010.

Contractor: Hacienda Landscaping Date: 02/24/2021

Contractor Representative Signature:

Printed Name:

Maria Guzman

**EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS ACT CERTIFICATION**

Maria Guzman, being

first and duly sworn, deposes and says:

That he is Owner of

\_\_\_\_\_  
(Partner, Officer, Owner, etc.)

Hacienda Landscaping  
(Contractor)

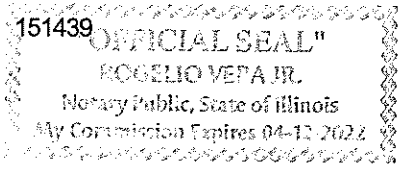
The undersigned hereby agrees that, to the extent required by the Employment of Illinois Workers on Public Works Act (30 ILCS 570/1 et seq.), as now existing or hereafter amended, the undersigned shall comply with the Illinois labor employment requirements as set forth in the Act.

[Signature]  
(Name of Contractor, if Contractor is an Individual)  
(Name of Partner, if Partner is a Partnership)  
(Name of Officer, if Contractor is a Corporation)

The above statements must be subscribed and sworn to before a notary public.  
Subscribed and sworn to

This 24<sup>th</sup> day of February, 2021.

By [Signature]  
[Signature]  
(Notary Public)



**BOLINGBROOK PARK DISTRICT  
FAIR EMPLOYMENT PRACTICES  
AFFIDAVIT OF COMPLIANCE**

NOTE: THIS AFFIDAVIT MUST BE EXECUTED AND SUBMITTED WITH THE SIGNED CONTRACT FORM. NO CONTRACTS WILL BE ACCEPTED BY THE BOARD OF COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT UNLESS SAID AFFADIVIT IS SUBMITTED CONCURRENTLY WITH THE CONTRACT.

Manza Guzman  
(Name)

being first duly sworn, deposes and says that he/she is the

Owner

(Title)

of Hacienda Landscaping  
(Name of Company)

and that he/she has the authority to make the following affidavit, that he/she has knowledge of the Bolingbrook Park District Bid Specifications and Documents and Ordinances relating to Fair Employment Practices and knows and understands the contents thereof: that he/she certifies hereby that it is the policy of

Hacienda Landscaping  
(Name of Company)

to comply with the Equal Employment Opportunity requirements in 44 Illinois Administrative Code Section 750 *et seq.*

**Section I.** This EQUAL EMPLOYMENT OPPORTUNITY CLAUSE is required by the Illinois Human Rights Act and the Rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, *et seq.*

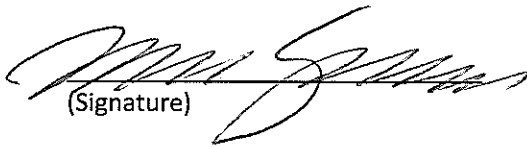
**Section II.** In the event of the Contractor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Human Right Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights (hereinafter referred to as the Department) the Contractor may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

During the performance of this Agreement, the Contractor agrees:

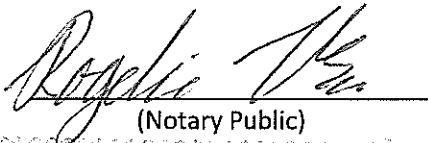
- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service; and, further, that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate action to rectify any underutilization.
- B. That, if it hires additional employee in order to perform this Agreement, or any portion hereof, it will determine the availability (in accordance with the Department's Rules and Regulations for Public Contracts) of minorities and women in the area from which it may reasonably recruit and it will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.
- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and Department's Rules and Regulations for Public Contract.
- E. That it will submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.
- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.
- G. That it will include verbatim or by reference the provisions of this Equal Employment Opportunity Clause in every subcontract it awards under which any portion of this Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this Agreement, the Contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting

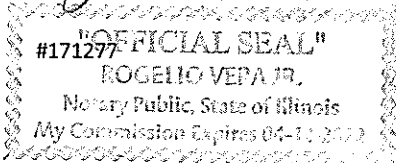
agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**Section III.** For the purposes of subsection G of Section II, "subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Contractor and any person under which any portion of the Contractor's obligations under one or more public contracts is performed, undertaken or assumed; the term "subcontract", however, shall not include any agreement, arrangement or understanding in which the parties stand in the relationship of an employer and an employee, or between a Contractor or other organization and its customers.

  
(Signature)

SUBSCRIBED and sworn to before me this 29<sup>th</sup> day of February, 2021

  
(Notary Public)





**PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS: That \_\_\_\_\_

as Principal, hereinafter called Contractor, and \_\_\_\_\_  
as Surety, hereinafter call Surety, are held and firmly bound unto the Bolingbrook Park District as  
Oblige, hereinafter call Owner, in the amount of \_\_\_\_\_ (Dollars)  
(\$ \_\_\_\_\_ (One hundred Percent of the Contract Price) for the payment whereof Contractor and  
Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and  
severally, firmly by these presents.

WHEREAS, Contractor has by a written agreement dated the \_\_\_\_\_ day of \_\_\_\_\_, 2021  
entered into a contract with Owner for:

**IVANHOE PARK AND THE FOREST PARK PLAYGROUND RENOVATIONS**

In accordance with Contract Documents prepared by:

Bolingbrook Park District  
301 Recreation Drive  
Bolingbrook, Illinois 60440

which contract is by reference made a part hereof, and is hereinafter referred as the Contract.

NOW THEREFORE, the condition of this obligation is such that if the said Contractor shall in all respects well and truly keep and perform the said Contract, and shall pay all sums of money due or to become due, for any labor, materials, apparatus, fixtures or equipment furnished for the purpose of constructing the work provided in said contract, and shall defend, indemnify and save harmless the Owner against any and all liens, encumbrances, damages, claims, demands, expenses, costs and charges of every kind except as otherwise provided in said Contract Documents arising out of or in relation to the performance of said work and the provisions of said contract, and shall remove and replace any defects in workmanship or materials which may be apparent or may develop within a period of one (1) year from the date of final acceptance, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed there under or the specifications accompanying the same shall in any ways affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work or to the Specifications.

Surety companies executing Bonds must hold Certificates or Authority as Acceptable Sureties (31 CFR 223) and be authorized to transport business in the State where the Project is located.

Signed and sealed the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
(Contractor)

(SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Surety)

(SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

## LABOR AND MATERIALS BOND

KNOW ALL MEN BY THESE PRESENTS: That \_\_\_\_\_

Principal, hereinafter called Contractor, and \_\_\_\_\_ as Surety, hereinafter call Surety, are held and firmly bound unto the Bolingbrook Park District as Oblige, hereinafter call the Owner, in the amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) (One Hundred Percent of the Contract Price) for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by a written agreement dated the \_\_\_\_ day of \_\_\_\_\_, 2021 entered into a contract with Owner for:

### IVANHOE PARK AND THE FOREST PARK PLAYGROUND RENOVATIONS

In accordance with Contract Documents prepared by:

BOLINGBROOK PARK DISTRICT  
301 RECREATION DRIVE  
BOLINGBROOK, IL 60440

which contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

NOW THEREFORE, the condition of this obligation is such that, if Contractor shall promptly make payment to all claimants as hereinafter defined, for all labor and material used or reasonably required for use in the performance of the Contract, then this obligation shall be void; otherwise it shall remain in full force and effect, subject, however, to the following conditions:

1. Claimant is defined as one having a direct contract with the Contractor or with a Subcontractor of the Contractor for labor, material, or both, used or reasonably required for use in the performance of the Contract, labor and material being construed to include that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental of equipment directly applicable to the Contract.
2. The above named Contractor and Surety hereby jointly and severally agree with the Owner that every claimant as herein defined, who has not been paid in full before the expiration of a period of ninety (90) days after the date on which the last of such claimant's work or labor was done or performed, or materials were furnished by such claimant, may sue on this bond for the use of such claimant, prosecute the suit to final judgment for such sum or sums as may be justly due claimant, and have execution thereon. The Owner shall not be liable for the payment of any costs or expenses of any such suit.
3. No suit or action shall be commenced hereunder by any claimant:
  - a) Unless claimant, other than one having a direct contract with the Contractor, shall have given written notice to any two of the following: the Contractor, the Owner, or the Surety above named, within ninety (90) days after such claimant did or

performed the last of the work or labor, or furnished the last of the materials for which said claim is made, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were furnished, or for whom the work or labor was done or performed. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the Contractor, Owner or Surety, at any place where an office is regularly maintained for the transaction of business, or served in any manner in which legal process may be served in the state in which the aforesaid project is located, save that such service need not be made by a public officer.

- b) After the expiration on one (1) year following the date on which Contractor ceased Work on said Contract it being understood, however, that if any limitation embodied in this bond is prohibited by any law controlling the construction hereof such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.
  - c) Other than in a state court of competent jurisdiction in and for the county or other political subdivision of the state in which the Project, or any part thereof, is situated, or in the United States District Court for the district in which the Project, or any part thereof, is situated, and not elsewhere.
4. The amount of this bond shall be reduced by and to the extent of any payment or payments made in good faith hereunder, inclusive of the payments made in good faith hereunder, inclusive of the payment by Surety of mechanics' liens which may be filed of record against said improvement, whether or not claim for the amount of such lien by presented under and against this bond.

Surety companies executing Bonds must hold Certificates of Authority as Acceptable Sureties (31 CFR 223) and be authorized to transact business in the State where the Project is located.

Signed and sealed the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

	_____ (Contractor)
	(SEAL)
_____ (Witness)	
	_____ (Title)
	_____ (Surety)
_____ (Witness)	(SEAL)
	_____ (Title)

**THIS ENDORSEMENT CHANGES THE POLICY, PLEASE READ IT CAREFULLY**

**ADDITIONAL INSURED - OWNERS, LESSEES OR  
CONTRACTORS (FORM B)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name of Person or Organization**

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement).

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

The General Aggregate Limit under LIMITS OF INSURANCE (SECTION III) applies separately to each of your projects away from premises owned by or rented to you.

**AGREEMENT**

**BOLINGBROOK PARK DISTRICT  
IVANHOE PARK AND THE FOREST PARK PLAYGROUND RENOVATIONS**

This Agreement, made and concluded this \_\_\_\_\_ day of \_\_\_\_\_, 2021 between the Bolingbrook Park District, party of the first part hereinafter referred to as the Owner, and \_\_\_\_\_ his/their executors, administrators, successors or assigns, known as the party of the second part, hereinafter referred to as the Contractor.

**WITNESSETH:** That for and in consideration of the payments and agreement mentioned in the Proposal hereto attached, to be made and performed by the Owner, and according to the terms expressed in the Bond referring to these presents, the Contractor agrees with said Owner at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the Contract Documents hereinafter described and in full compliance with all of the plans of this agreement.

And it is also understood the Contract Documents as defined in the General Requirement are all essential documents of this Contract and are part thereof.

In witness thereof, the said parties have executed these presents on the date above mentioned.

**BOLINGBROOK PARK DISTRICT (OWNER)**

**(SEAL)**

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Name: \_\_\_\_\_  
(Type or Print)

Name: \_\_\_\_\_  
(Type or Print)

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

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

Hacienda Landscaping Inc (CONTRACTOR)

**(SEAL)**

By: [Signature]

Attest: [Signature]

Name: Maria Burman  
(Type or Print)

Name: Rocio Ruiz  
(Type or Print)

Title: Owner

Title: Secretary

**SECTION 00 0110**  
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**DRAWINGS – Separate Sheets**

Drawing set title: 873 - Ivanhoe Park and The Forest Park Playground Renovations

END OF SECTION

**SECTION 01 1300**  
**SUBMITTALS**

**1.0 CONTRACTOR'S CONSTRUCTION SCHEDULES**

1.1 Immediately after notification of Contract Award, the Contractor shall prepare and deliver to the Owner's Representative for approval, a Construction Schedule. This Schedule shall include a breakdown of the various divisions of the Work, and shall show the date of commencement and the date of completion of each division of the Work. This Schedule shall be prepared on the basis of the Contractor's stated Final Completion Date and in consultation with Contractors for any other work involved in the completion of the Project, and with the Owner's Representative's consent or direction, shall be revised from time to time as required. This Schedule shall include the Owner's equipment installation timetable (if any) as furnished by him/her.

**2.0 CONTRACTOR PAYOUTS AND LIEN WAIVERS**

2.1 Contractor shall submit payment requests in **triplicate** using standard AIA Document G702 "Application and Certificate for Payment.

2.2 Waivers of lien shall be submitted in **triplicate** from all major Subcontractors or suppliers as directed by the Owner.

**3.0 SURVEY DATA**

3.1 Contractor shall be responsible for properly laying out the Work, and for lines and measurements for the Work executed under Contract Documents. Verify figures shown on the drawings before laying out the Work, and report errors or inaccuracies in writing to the Owner's Representative before commencing work. The Owner's Representative will in no case assume responsibility for laying out the Work.

3.2 Establish necessary reference lines and permanent bench marks from which built object lines and elevations shall be established. Contractor shall establish two such bench marks in widely separated locations and be responsible for proper location and level of the work and for maintenance of reference lines and bench marks. Establish bench marks and axis lines showing exact floor elevations and other lines and dimensional reference points as required for information and guidance of all trades.

3.3 Each Subcontractor, as it applies to his/her work, shall verify grades, lines, levels, locations, and dimensions as shown on drawings and report any errors or inconsistencies to the Owner's Representative before commencing work. Starting of work by Subcontractor shall constitute acceptance.

**4.0 SHOP DRAWINGS, PRODUCT DATA, SAMPLES (SUBMITTALS)**

4.1 The contractual requirements for shop drawings, product data, and samples are specified in the General and Supplemental Conditions. The Contractor shall submit shop drawings, product data, and samples.

4.2 Within thirty (30) days after award of Contract, Contractor shall prepare a schedule of specific target dates for submission and return of Owner's Representative reviewed submittals required by Contract Documents.



4.3 No Portion of work requiring such submittal will be permitted to start until submission has been reviewed by the Owner's Representative. Changes or modification to Contract Documents shall not be initiated by corrections to submittals.

4.4 Submittals which reflect major design changes to the Contract Drawings or Specifications must be accompanied by a separate letter justifying change, and will require that a change order be executed prior to acceptance

## 5.0 SUBMITTAL PROCEDURES BY CONTRACTOR

### 5.1 Shop Drawings

A. Submit to the Owner's Representative four (4) copies of Shop Drawings for review. The Owner's Representative's check of any Contractor's Shop Drawings will cover approval of material and design only, and while figures or dimension will be checked in a general way, the responsibility for correctness of all drawings will rest with the Contractor submitting the Shop Drawings. After review, three (3) copies of the Shop Drawings with corrections or accompanying comments will be returned to the Contractor for resubmission, if required, after corrections have been made. For final resubmission, after corrections have been made, the Contractor shall send prints to the Owner's Representative for distribution. The Owner's Representative review of the Shop Drawings does not relieve the Contractor from furnishing materials and performing work as required by the Contract Documents. No extension of time will be granted for review and approval.

### 5.2 Product Data

A. Submit to the Owner's Representative three (3) copies of the manufacturer's specification, installation instructions and general recommendations for applicable products. Include manufacturer's certification or other data substantiating that the materials comply with the requirements, and are recommended by manufacturer for the application shown and specified. Indicate by copy of transmittal form that Installer has received copy of the instructions and recommendations. Hardware schedules and collection of catalog cuts such as light fixtures, site furniture, etc., shall be presented in bound brochures, three (3) copies each

### 5.3 Samples

A. Submit to the Owner's Representative two (2) samples and color data information for all finishes and finish materials.

## 6.0 DISTRIBUTION

6.1 Contractor is responsible for obtaining and distributing required submittal items to his/her Subcontractors and material suppliers after, as well as before, items are stamped "Approved."

## 7.0 SHOP DRAWINGS FILE TO OWNER

7.1 At completion of construction, Contractor shall furnish for Owner's use one (1) unused copy of all Shop Drawings, manufacturer's diagrams, literature, etc., that were used in execution of the Work.

END OF SECTION

**SECTION 01 5000**  
**TEMPORARY FACILITIES**

**1.0 GENERAL**

- 1.1 Contractor shall provide temporary facilities and controls as specified or as required for protection of the Work in accordance with applicable codes.
- 1.2 All temporary connections to utilities and services shall be acceptable to Owner and local authorities having jurisdiction thereof. OSHA Standards and Regulations shall apply if more restrictive.
- 1.3 Contractor shall note that if any part of the permanent building equipment (plumbing, heating, electrical) is used to provide temporary utilities, this shall not void or shorten the equipment guarantee provided by the Contractor and material and equipment supplier and as described in Contract Documents.

**2.0 TEMPORARY WATER**

- 2.1 The Contractor shall provide temporary water service for construction operations.

**3.0 TEMPORARY SANITARY FACILITIES**

- 3.1 Provide and maintain required sanitary facilities for work force.

**4.0 CONSTRUCTION AIDS**

- 4.1 Contractor shall furnish, maintain, and remove at completion, all temporary ladders, ramps, barricades, enclosures, fences, walks and like facilities, as required for proper execution of Work for all trades, except as otherwise specifically required under individual section.
- 4.2 All such apparatus, equipment, and construction shall meet all requirements of OSHA and other applicable state or local laws.
- 4.3 Contractor and each of their Subcontractors, for their own use, shall provide all scaffolding required for execution of their own work. Scaffolding shall not be built into walls of buildings.

**5.0 WATER AND SNOW CONTROL**

- 5.1 From commencement to final payment Contractor shall keep all parts of the Work free from accumulation of water, snow and ice for the protection of their Work. Protect the Work against weather damage.

**6.0 TEMPORARY FIELD OFFICES**

- 6.1 Contractor, at his/her option, shall provide and maintain a field office. Construction sheds, trailers and temporary offices provided by Contractor shall be maintained in good condition. Field office is not a pay item and if included at Contractor's option will be considered incidental to the project cost.

**7.0 TEMPORARY LIGHT AND POWER**

- 7.1 The Contractor shall provide electrical power during construction operations.

7.2 Contractor shall provide his own extension cords and lamps, if required, and shall also be responsible to see that these are furnished by or for each of his/her Subcontractors as they may be required.

7.3 Where service of characteristics, quality or locations other than described above may be required, each Contractor requiring same shall provide such additional service and necessary equipment at his/her own expense.

#### 8.0 SHORING AND BRACING

8.1 The Contractor shall provide, install and maintain all shoring and bracing or other devices necessary to maintain all aprons, curbs, pavements, and existing structure, etc., at their present levels and in their present location and condition during construction. Demolish all such work after it is not needed and required and remove it from the premises.

END OF SECTION

**SECTION 01 2100**  
**SITE PREPARATION AND PROTECTION OF EXISTING FACILITIES**

1.0 GENERAL

1.1 Description

- A. This work shall consist of the complete removal of all items called for in the plans and specifications or as otherwise implied in a safe and orderly manner creating as little disturbance as possible.
- B. All areas indicated for construction of any kind shall be cleared of any debris, undergrowth, weeds, stumps, roots, and marked trees which might interfere with the progress of that work. Unmarked trees or any plant material indicated to be saved by the Owner or Owner's Representative shall be given special protection as specified.

2.0 PRODUCTS (not applicable)

3.0 EXECUTION

3.1 Safety of Operations

- A. Work site safety is the Contractor's responsibility. During removal operations, proper signs and security fence shall be installed by the Contractor prior to commencing work. Barricades shall be used to warn and protect the public against hazards. If a street must be temporarily closed to traffic, it shall be the Contractor's obligation to make arrangements for permission from the governing agency prior to closing. After such approval is obtained, the Contractor shall notify the Owner, local law enforcement, and Fire Department of actual times and dates of closure.

3.2 Protection and restoration of Items to Remain

- A. Locations and dimensions shown in the Drawings for existing facilities are in accordance with available information obtained without uncovering, measuring or other verification and are not guaranteed. The Contractor shall protect from damage private and public utilities encountered during the Work. The Contractor shall, before an excavation begins, call J.U.L.I.E. or Digger (depending on service location).
- B. Extreme care shall be utilized when removing any item adjacent to structures, utilities, paving, vegetation or any item not indicated for removal or relocation whether shown on the Drawings or not. These items shall be properly protected as required to keep them from damage or other disturbance of any kind during the course of work. Existing utilities shall be protected and maintained to prevent leakage, settlement or other damage. Damage to any of the above shall be repaired or replaced to former condition as required by the utility company or Owner at the Contractor's expense. Repair of damaged utility shall be completed within 24 hours of damage occurring.
- C. The Contractor shall, at no additional cost to the Owner, provide and install safeguards acceptable to the Owner to protect public and private property. During removal operations, proper signs and security fence shall be installed by the Contractor prior to commencing work. Barricades shall be used to warn and protect the public against hazards.
  - 1. If a street must be temporarily closed to traffic, it shall be the Contractor's obligation to make arrangements for permission from the governing agency prior to closing. After such approval is

obtained, the Contractor shall notify the Owner, local law enforcement, and Fire Department of actual times and dates of closure.

2. If public or private property is damaged or destroyed or its use interfered with by the Contractor, the Contractor's agents or the Contractor's employees, such interference shall be terminated and damaged or destroyed property repaired and restored immediately to its former condition by the Contractor at the Contractor's expense.
3. Should the Contractor refuse or not respond promptly to a written request to restore damaged or destroyed property to its original condition, the Owner may have such property restored by other means at the Contractor's expense.

### 3.3 Protection and Restoration of trees, shrub and plant material

- A. Trees, shrubs, plants, and other landscaping not designated for removal shall be left in place and protected from damage or injury during construction. The Contractor shall provide full and adequate protection against construction damage to all landscaping that is to remain.
- B. No traffic, storage of Equipment, vehicles or materials shall be allowed within the drip line of trees not designated for removal unless plans permit such activity. In addition, plans may indicate no-construction activity areas that are larger than the dripline (see plan notes).
- C. Where excavation operations occur and where tree roots 2 inch or greater in diameter are discovered, the Contractor shall promptly notify the Owner's Representative, who will determine how these tree roots are to be handled.
- D. Root pruning shall occur on all tree roots larger than one inch diameter. Such roots shall be cleanly cut in place. Root pruning shall be done so as not to disturb remaining fibrous roots.
- E. Promptly cover exposed roots and maintain moisture on them to keep them alive.
- F. Failure to promptly preserve the viability of roots on trees to be saved may result in the Owner making corrective action. Given the urgency needed in keeping desirable tree roots alive, the Owner may take such action following as little as twenty-four hour notice to the Contractor. Reasonable costs for any and all such action by Owner may be charged to the Contractor and/or deducted from project monies due to the Contractor.

### 3.4 Plant Damage Compensation

- A. The Owner shall be reimbursed for trees or other plant material not ordered or designated to be removed but that are destroyed or irreparably damaged by Contractor operations as determined by the Owner's Representative. At a minimum, the Contractor shall reimburse Upland Design and/or other Owner consultant for time and materials expended related to tree damage (such as meetings, measuring, preparing reports and preparing change orders)
- B. Damage to tree trunks, branches and roots shall be reported to the owner's representatives immediately.
- C. The penalty for each incidence of trunk damage to trees shall be \$450.00.
- D. The penalty for each incidence of branch or root damage shall be \$100.00 per caliper inch.

- E. The penalty for compaction of soil by unauthorized vehicle travel on the grounds shall be \$.45 per square foot of traveled area.
- F. Where the damaged tree is a heritage tree or landscape specimen, the reimbursement amount will be based on a benefit-based-valuation. This service is to be conducted by a certified arborist trained in tree appraisals that is approved by the Owner and the cost of the service will be borne solely by the contractor.
- G. The penalty for damage to a shrub shall be the removal and replacement cost as determined by at least two written quotes obtained by the Owner.

### 3.5 Removal Responsibility

- A. All debris, paving, equipment, fencing, trees, stumps, sod or soil to be cleared and removed from the project area shall be legally disposed of off site at the arrangement and expense of the Contractor. No materials will be stockpiled on site for future disposal; materials used for fill or topsoil may be stored on site. No excavation areas will be left in unsafe or unsightly conditions at day's end. The Contractor will be responsible for all transportation and disposal fees associated with this work. Burning of any materials on site is prohibited unless indicated otherwise on plans.

END OF SECTION

**SECTION 01 5713**  
**EROSION CONTROL**

1.0 GENERAL

1.1 Description

- A. Erosion Control shall consist of furnishing all labor, materials, tools and equipment necessary to place riprap material, silt fencing, erosion control blankets and triangular silt dikes in the locations indicated on the drawings .

1.2 Incorporated Specifications

- A. The following specifications are incorporated into the document
1. "Standard Specifications for Road and Bridge Construction" – latest edition - Illinois Department of Transportation
    - a. Section 280 Temporary Erosion Control
    - b. Article 1005.01 Stone for Erosion Protection, Sediment Control and Rockfill
    - c. Article 1081.10 Special Erosion Control Materials
    - d. Article 251.04 Erosion Control Blanket
  2. Contractor shall adhere to the above specifications unless applicable items of work or materials are modified herein.

2.0 MATERIALS

2.1 Riprap

- A. Riprap fill shall consist of sound, durable cobbles and crushed rock having a maximum diameter of eight inches (8") as measured in the smallest dimension. Riprap shall be well graded and meet the gradation requirements for RR3 in accordance with the above referenced and incorporated specification.

2.2 Silt Fence

- A. Silt fence shall be polypropolyne fabric. Stakes for silt fence shall be wooden or metal and at least five feet (5') long.

2.3 Erosion Control Blanket

- A. 3:1 and Greater Slopes shall be Curlex I Single Net. As manufactured by:
1. American Excelsior Company, 850 Avenue H East, Arlington, Texas 76011, (800) 777-7645
    - a. All staples shall be E-Staple, 4-inch bio-degradable. As manufactured by: American Excelsior Company OR [www.Greenstake.com](http://www.Greenstake.com)
- B. Erosion control blanket shall be approved by the Department of Transportation. All netting shall be single sided and white UV reactive. Netting shall begin to bio-degrade within 15-18 months of installation. Netting shall have an opening between 1/2" x 1/2" and 2" x 1". Staple shall be 100% Polyhydroxyalkanoate (PHA) plastic, biodegradable from microbial activity in accordance to ASTM D5338 and ASTM D5271. Staples shall completely biodegrade within 24 months of installation. Staples shall be 4 inches (4") in length, T-Shaped and have barbed head and shoulders.



## 2.4 Triangle Silt Dike Barrier

- A. Triangular silt dike barrier shall be urethane foam and geotextile fabric and shall have protective aprons on both sides of the barrier. Barrier shall be eight inches (8") wide.

## 3.0 EXECUTION

### 3.1 Riprap Installation

- A. Riprap shall be placed in a twelve inch (12") thick layer or as shown on the drawings or as directed by Owner and worked as required to provide a well graded matrix of stone pieces.

### 3.2 Silt Fence

- A. Silt fencing shall be placed in the locations shown on the plans and in accordance with the above incorporated specifications. Staking shall be a minimum of eight feet (8') apart. Silt fence shall remain in place for the duration of the construction project and shall only be removed with prior approval.

### 3.3 Erosion Control Blanket

- A. Erosion control blankets shall be placed in accordance with the above incorporated specifications. Before barrier installation, ensure areas to be covered are smooth and free of ruts, depressions, rocks or clods over eighteen inches (18") in diameter, sticks and any other debris that will prevent contact between the blanket and soil. Erosion control blanket to be installed within 24 hours after seeding. Staking shall be a minimum of six feet (6') apart and staked per the manufacturer's instructions.

### 3.4 Triangular Silt Dike Barrier

- A. Triangular silt dike barrier shall be placed in the locations shown on the plans and in accordance with the above incorporated specifications.
- B. Secure triangular silt dike by burying the first six inches (6") of the leading edge apron in a two to three inch trench. 4 to 5 staples shall be used on the front apron and 4 to 5 staples shall be used on the rear apron on each seven foot (7') section. Water flow is not allowed under the barrier.
- C. The barrier shall remain in place for the duration of the construction project and shall only be removed with prior approval. Contractor shall routinely inspect and maintain the barrier. Contractor to ensure that barrier is free of accumulated silt, debris, and other miscellaneous material. Accumulated sediment deposit shall be removed if more than eight inches (8"). Torn or punctured barrier shall be repaired or replaced as directed by the Owner's Representative.
- D. Contractor shall be required to obtain approval for removal of silt fence. Remove fence, take off site, fill in trenches with topsoil, seed, cover with blanket, and roll as needed to match existing grade and conditions.

END OF SECTION

**SECTION 01 7300**  
**EXECUTION REQUIREMENTS**

1.0 GENERAL

1.1 Summary

- A. This Section includes general procedural requirements governing execution of the Work including, but not limited to, the following:
1. Construction layout.
  2. General installation of products.
  3. Progress cleaning.
  4. Starting and adjusting.
  5. Protection of installed construction.
  6. Correction of the Work.

2.0 PRODUCTS (Not Used)

3.0 EXECUTION

3.1 Examination

- A. Existing Utilities: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning site work, investigate and verify the existence and location of underground utilities and other construction affecting the Work.
1. Before construction, verify the location and invert elevation at points of connection of storm sewer, and sanitary sewer.
  2. Verify location of existing water lines, electric and private utilities.
- B. Acceptance of Conditions: Examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
1. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of conditions.

3.2 Preparation

- A. Field Measurements: Take field measurements as required to fit the Work properly. Re-check measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- B. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- C. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Owner's Representative. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents.

3.3 Construction Layout

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Owner promptly.
- B. General: Lay out the Work using accepted surveying practices.

1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
  2. Establish dimensions within tolerances indicated.
  3. Inform installers of lines and levels to which they must comply.
  4. Check the location, level and plumb, of every major element as the Work progresses.
  5. Notify Owner when deviations from required lines and levels exceed allowable tolerances.
- C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and invert elevations.
- D. Building Lines and Levels: Locate and lay out control lines and levels for structures. Transfer survey markings and elevations for use with control lines and levels. Level foundations from two or more locations.

### 3.4 Field Engineering

- A. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.

### 3.5 Installation

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
1. Make vertical work plumb and make horizontal work level.
  2. Conceal pipes, ducts, and wiring in finished areas, unless otherwise indicated.
- B. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- C. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- D. Tools and Equipment: Do not use tools or equipment that produces harmful noise levels.
- E. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

### 3.6 Progress Cleaning

- A. General: Clean Project site and work areas daily, including common areas. Coordinate progress cleaning for joint-use areas where more than one installer has worked. Enforce requirements strictly. Dispose of materials lawfully.
1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
  2. Do not hold materials more than 7 days during normal weather or 3 days if the temperature is expected to rise above 80° F.
  3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.

1. Remove liquid spills promptly.
  2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- F. Waste Disposal: Burying or burning waste materials on-site will not be permitted. Washing waste materials down sewers or into waterways will not be permitted.
- G. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- H. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period.
- I. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

### 3.7 Protection of Installed Construction

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.

### 3.8 Correction of the Work

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes.
1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Restore permanent facilities used during construction to their specified condition.
- C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.

END OF SECTION

**SECTION 01 7700**  
**PROJECT CLOSEOUT**

**1.0 CLEANING UP**

- 1.1 Contractors shall, prior to punch list preparation, remove trash and debris and clean all walks, drives and parking areas.
- 1.2 Upon completion of work, Contractor shall remove all temporary structures, fences, surplus materials, and rubbish of every kind from site and dispose of legally, except in cases where permits require silt fences to remain.
- 1.3 If Contractor fails to clean up, the Owner may do so and the cost thereof shall be charged to the Contractor as provided in the General Conditions.

**2.0 AS-BUILT DRAWINGS/SPECIFICATIONS**

- 2.1 Contractor shall maintain one set of Drawings and one set of bound specifications on which he/she shall record every deviation that is made from original drawings and specifications at the time the change is made.
- 2.2 Contractor shall keep a neat and complete record of exact manner in which all work is installed. Dimensions shall be included to accurately locate items that will be concealed and which may later be necessary to locate for service.
- 2.3 This record set of drawings and specifications shall be kept by Contractor at the job site for inspection by the Owner and the Owner's Representative.
- 2.4 At completion of the Work, Contractor shall arrange above records in order properly indexed and certify by endorsement thereof that each of the revised drawings and specifications is complete and accurate.
- 2.5 Before final payment is made, the Contractor shall deliver the annotated as-built drawings and specifications to the Owner's Representative. The as-built drawings and specifications created by the Contractor at all times remain the property of the Owner.
- 2.6 No review or receipt of such records by the Owner or the Owner's Representative of any deviation from the Contract Documents does in any way relieve the Contractor from his/her responsibility to perform the work in accordance with the Contract Documents
- 2.7 Where indicated on the Drawings, as-built drawings shall be a topographic survey that is prepared and sealed by an Illinois licensed surveyor. See Drawings for additional requirements. Items 2.1 through 2.6 above shall also apply.

### 3.0 PUNCH LIST

3.1 Upland Design Ltd. and the Owner shall make a final inspection of work after Contractor notifies the Owner that work is substantially complete. The Contractor will be notified in writing of incomplete and/or unaccepted items in a written punch list. These items, if any, are to be corrected or completed before final acceptance is granted by Owner. Failure of the Owner's Representative to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Following Contractor completion of all punch list work, Owner shall provide a written notice of final acceptance to Contractor.

### 4.0 MAINTENANCE AND OPERATION INSTRUCTION

4.1 Prior to final payment, Contractor shall arrange all technical instruction of Owner's maintenance personnel, either by his/her own or the equipment manufacturer's personnel.

### 5.0 GUARANTEES

5.1 The Contractor shall guarantee all workmanship and materials, including plant material for a period of one (1) year from the date of the final acceptance letter, except where certain guarantees are otherwise specified in writing to be longer than one year.

5.2 At the completions of the work, all such guarantees covering material, workmanship, maintenance, etc., as specified, shall be procured by the Contractor from the various suppliers and subcontractors, and forwarded to the Owner, together with a letter, addressed to the Owner, giving a summary of guarantees attached stating, the character of work, name of the Contractor, name of the material or equipment supplier, period of guarantee and condition of guarantee. This shall be done within fifteen (15) days of the punch list date.

5.3 Neither the final payment nor termination of the guarantee period, nor any provision in the Contract Documents, shall relieve the Contractor of the responsibility for negligence, faulty materials or workmanship within the extent and period provided by law. Upon written notice, the Contractor shall remedy any defects, and shall pay all expenses for damage to other work resulting from that defect.

5.4 If the drawings and/or specifications provide for methods of construction and installation, or materials which cannot be guaranteed by the Contractor for the indicated period, the Contractor shall so inform the Owner in writing prior to submitting a bid. Otherwise the Contractor shall guarantee all methods of construction and installation, and materials for the indicated period of time.

END OF SECTION

**SECTION 09 9114**  
**EXTERIOR RE-PAINTING**

**1.0 GENERAL**

**1.1 Description**

- A. This work shall consist of all labor, equipment and materials necessary for completion of shelter re-painting.

**1.2 Submittals**

- A. Color: Submit colors and finishes for approval. The design intent is to closely match the existing color and finish.
- B. Sub-Contractor Certification Status
  - 1. The painting Contractor shall possess current SSPC-QP1 certification for lead-free paint. The Contractor shall maintain certified status throughout the duration of the painting work under the contract. The Owner reserves the right to accept Contractors documented to be currently enrolled in the SSPC-QP7, Painting Contractor Introductory Program, Category 2, in lieu of the QP certifications noted above. The Owner at their sole discretion may accept proof of other commercial painting training and experience as qualification for performing work at the project site.

**1.3 Related Documents**

- A. All terms and conditions of the Contract apply to this Section.
- B. NACE/SSPC Joint Surface Preparation Standards, NACE International

**2.0 MATERIALS**

**2.1 Sherwin Williams Protective & Marine Coatings**

- A. Primer: Macropoxy 646 FC Epoxy applied at 4-5 mils DFT
- B. Topcoat: SherCryl HPA applied at 2.5 to 4 mils DFT

**3.0 EXECUTION**

**3.1 Surface Preparation**

- A. Per topcoat manufacturer's recommendation: Surface must be clean, dry, and in sound condition. Remove all oil, dust, grease, dirt, loose rust, and other foreign material to ensure adequate adhesion. Do not use hydrocarbon solvents for cleaning. Minimum surface preparation is Hand Tool Clean per SSPC-SP2.
- B. SSPC-SP3 Power Tool Cleaning is also acceptable.
- C. Paint chips and debris from cleaning are to be collected and properly disposed of. Paint chips are to be intercepted prior to making contact with soil or vegetation.
- D. Removable covers and fixtures are to be removed for surface preparation procedures.

**3.2 Application**

- A. Primer: Spot Prime rusted areas following surface preparation
- B. Paint: Apply coats as necessary to uniformly and completely cover all surfaces. Sagging or runs in the paint surface are cause for rejection of the work.
- C. Prime and paint as recommended by paint manufacturer.

- D. Adjacent paving and surfaces not designated for new paint (i.e. site furniture, roofing) is to be protected from drips, spills and overspray.
- E. Roof is not to be painted, but roof frame and posts are to be painted.

END OF SPECIFICATION



**SECTION 11 6813**  
**PLAYGROUND EQUIPMENT**

1.0 GENERAL

1.1 Description

- A. Playground equipment shall consist of all labor, equipment and materials necessary for complete installation of play equipment or site furniture specified.
- B. As part of this work, the Contractor shall coordinate with manufacturer delivery and secure storage of all play equipment. Contract bid includes the coordination and labor necessary to install a complete playground system. This shall also include checking freight tickets, providing a copy to the Owner's Representative and inspection of items shipped.

1.2 Specifications and Standards

- A. Play equipment installation shall conform to the most current standard:
  - 1. ASTM 1487-Specification for Playground Equipment for Public Use
  - 2. ASTM F1292-Specification for Attenuation of Surface Systems Under and Around Playground Equipment
  - 3. United States Consumer Product Safety Commission Handbook for Public Playground Safety, latest publication
  - 4. American with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities: Play Areas: Final Rule

2.0 MATERIALS

2.1 Play Equipment and Site Furniture

- A. All equipment shall be as designated on the plans or approved equal. The Contractor shall not modify equipment.

3.0 EXECUTION

3.1 Installation

- A. All equipment detailed on the drawings and specified herein shall be installed per manufacturer's specifications and recommendations, unless otherwise described specifically herein, or on the plans.
- B. Contractor shall acquire instructions for proper installation from the specific manufacturer. If any manufacturer does not provide installation specifications after request by the Contractor, the Owner's representative shall be notified before installation occurs.
- C. Contractor shall uncrate, inspect, clean and assemble all playground equipment and site furniture as necessary to install complete and usable items.
- D. Concrete footings shall be installed at all play equipment. Concrete shall conform to concrete specification. Footings shall be dimensioned as per the manufacturer's specification and/or the plans and details, which ever specifies the larger dimensions.
- E. Contractor shall be responsible for trimming all bolts and other similar fastener items to meet specifications noted herein. Contractor shall ensure all tags, staples and stickers are removed from play equipment except for those required by incorporated specifications and standards.

END OF SECTION

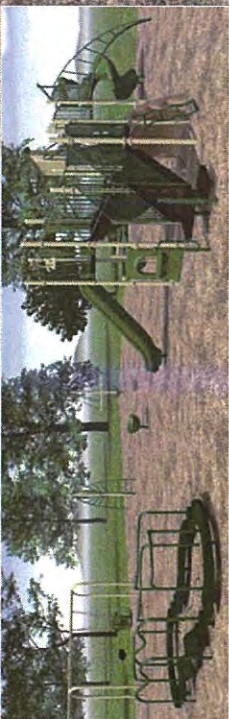
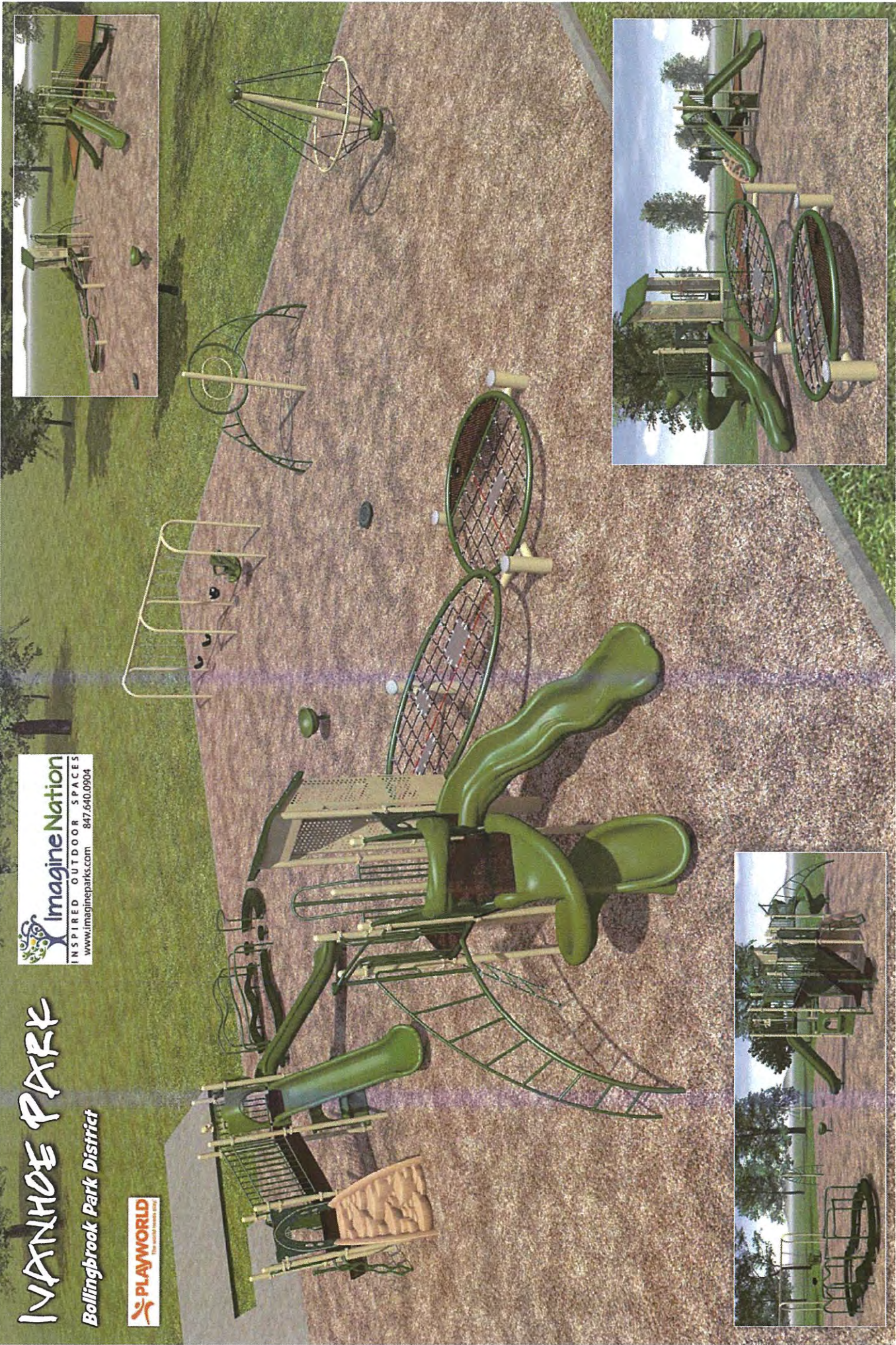


# IVANKHOE PARK

Bolingbrook Park District



**ImagineNation**  
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# THE FOREST PARK

Bolingbrook Park District

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**SECTION 12 9300**  
**SITE FURNITURE**

**1.0 GENERAL**

**1.1 Description**

- A. This work shall consist of all labor, equipment and materials necessary for complete installation of all specified site furniture. Site furniture that is specified in and around play areas shall also conform to SECTION 11 6813, Playground Equipment.
- B. As part of this work, the Contractor shall coordinate with Owner for delivery, and storage of site furniture. Contract bid includes the coordination and labor necessary to install site furniture completely. This shall also include checking freight ticket, providing a copy to the Owner's representative, and inspection of items shipped. Contractor to provide secure storage of equipment prior to installation. In the event of damaged or missing parts, the Contractor shall immediately notify the distributor/vendor and the Owner.

**2.0 MATERIALS**

**2.1 Site Furniture**

- A. All site furniture shall be as designated on the plans or approved equals as per the Specifications. The Contractor shall not modify site furniture.

**3.0 EXECUTION**

**3.1 Installation**

- A. All site furniture shall be installed as per manufacturer's specifications and recommendations and shall follow all plans and details. Wherever the details and manufacture's specifications do not agree on footing size, the larger footing shall prevail. Wherever the details and manufacturer's specifications do not agree on any other item, the Owner shall be notified and a decision rendered.
- B. Contractor shall be responsible for trimming all bolts and other similar fastener items to within one-quarter inch (1/4") of the nuts/fasteners. All fasteners shall be secured in a manner that will prevent removal: such as peening, tack welding, or tamper proof fasteners.

END OF SECTION

**model no:**

PP300D, PP300P, PP300R, PP301D, PP301P,  
PP301R, PP302D, PP302P, PP302R, PP305D,  
PP305P, PP305R, PP306D, PP306P, PP306R,  
PP307D, PP307P, PP307R, PP310D, PP310P,  
PP310R, PP311D, PP311P, PP311R, PP315D,  
PP315P, PP315R, PP316D, PP316P, PP316R,  
SP420P, SP421P, SP422P,  
SP420R, SP421R, SP422R



**WABASH VALLEY**

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**PRESTIGE/PROFILE SERIES**

6' & 8' ROLLED SIDE BENCH WITH & WITH OUT BACK  
6' MEMORIAL RIB & PERFORATED BENCH  
PORTABLE, SURFACE MOUNT & INGROUND  
EXPANDED METAL, PERFORATED & RIB

**customer service:**

**ASSEMBLERS:** If you find any parts missing or damaged, or if you're having difficulty assembling your furniture/equipment, call us at:  
Any correspondence concerning our product should be sent directly to our Customer Service Manager at:

\* Before calling, have your product model number available.

1-800-253-8619 (Inside U.S.A.)

260-352-2102 (Outside U.S.A.)

Monday thru Friday,  
8:00 AM - 4:30 PM Eastern Time  
(EXCEPT HOLIDAYS)

Wabash Valley Manufacturing, Inc.  
505 E. Main Street  
P.O.Box 5  
Silver Lake, IN 46982 U.S.A.  
FAX: 260-352-2160

**maintenance:**

Regular inspection and maintenance of all parts, and fasteners is necessary. Tighten all bolts and nuts. Inspect Tops, Seats, Legs, Braces and Fasteners periodically for wear or vandalism. Replace broken or worn parts immediately or take equipment out of service until repairs are made. Use genuine Wabash Valley replacement parts.

To restore plastisol coating to its luster after prolonged use, wash/rinse/dry and use Armor-All ® or similiar quality vinyl protectant.

KEEP THIS ASSEMBLY/SPECIFICATION SHEET FOR FUTURE REFERENCE.

**specifications:**

**NOTE:** We reserve the right to change specifications without notice.

Heat fused poly-vinyl coating, finished on inner-metal structure, to an approximate 3/16" thickness. Framework assemblies are finished with powder coating; electrostatically applied and oven cured according to powder manufacturer's specifications. Fasteners are stainless steel to resist corrosion.

**BENCH FRAME:**

Main supports are constructed of 2 3/8" od x 12 gage galvanized structural steel tubing. Mounting brackets, on legs are 1/4" x 2" steel flat bar. Braces are 1" od x 15 gage galvanized structural steel tubing. The surface mount plate is 1/4" x 6" steel plate. The mounting plate covers are 2 piece cast aluminum.

**SEAT:**

Expanded metal seat uses fabricated 3/4" #9 expanded steel mesh. Rib is 10 gage and the perforated is 12 gage sheet metal. All types of fabricated metals are machine rolled, forming the seat's rolled sides. The seat's frame and mounting brackets are 10 gage sheet metal. The edges of the seat's rolled sides, use a 1/2" diameter steel rod, to add support on expanded metal seats.

**GENERAL:**

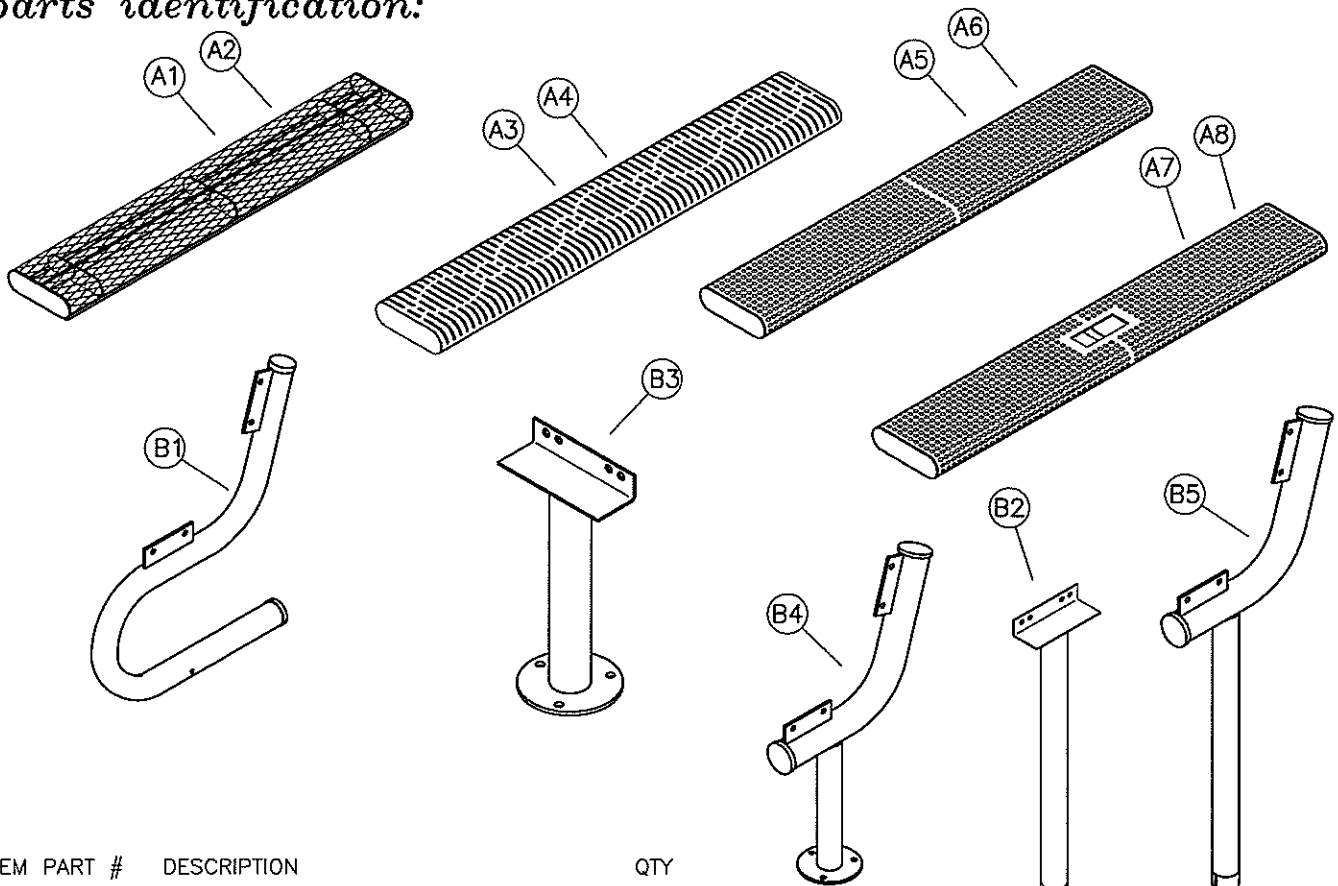
6' benches ground space requirements are 21 3/8" x 72 1/8".

8' benches ground space requirements are 21 3/8" x 96 1/8".

The portable benches hold 18 1/4" to the top of the seat and 32" to the top of the bench's back. The inground benches hold 19 3/4" to the top of the seat and 33 3/4" to the top of the benches back. Surface mount bench's hold 20" to the top of the seat and 34" to the top of the bench's back.

Memorial Plaque consists of brushed stainless steel.

**parts identification:**

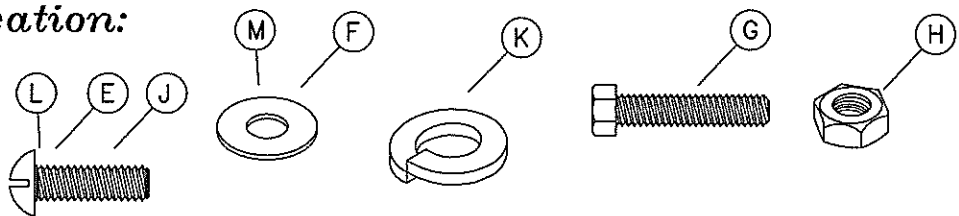


ITEM	PART #	DESCRIPTION	QTY
A1	7546	612 EXPANDED METAL SEAT	1 OR 2
A2	7544	812 EXPANDED METAL SEAT	1 OR 2
A3	7719	612 RIB SEAT	1 OR 2
A4	7718	812 RIB SEAT	1 OR 2
A5	8007	612 PERFORATED SEAT	1 OR 2
A6	8006	812 PERFORATED SEAT	1 OR 2
A7	8051	612 MEMORIAL RIB SEAT	1
A8	8052	612 MEMORIAL PERFORATED SEAT	1
B1	7032	PORTABLE BENCH LEG	2
B2	7339	INGROUND PLAYER LEG	2
B3	7343	SURFACE MOUNT BENCH LEG	2
B4	7350	SURFACE MOUNT BENCH LEG WITH BACK	2
B5	7349	INGROUND BENCH LEG WITH BACK	2
C1	7046	6' RS PORTABLE BRACE	2
C2	7047	8' RS PORTABLE BRACE	2
D1	7120	MOUNTING PLATE COVERS (OPTIONAL)	4 OR 6
D2	7167	MEMORIAL PLAQUE (21102 HARDWARE)	1

**hardware identification:**

**TOOLS NEEDED FOR ASSEMBLY**

- 2 - 1/2" WRENCHES
- 1 - 3' OR 6' LEVEL
- 1 - REGULAR TIP SCREWDRIVER



**ITEMS INCLUDED IN HARDWARE PACKAGE:**

			21012	21014	21069	21076	21101	21145	21102
E	17015	5/16-18 x 3" MACHINE SCREW - SS	0	0	0	0	0	2	0
F	17028	3/8" ID x 7/8" OD FLAT WASHER - SS	16	8	8	16	0	20	0
G	17011	5/16-18 x 1 1/2" HEX HEAD BOLT - SS	8	4	4	8	0	9	0
H	17032	5/16-18 HEX FINISH NUT - SS	8	4	4	8	0	11	0
J	17052	1/4-20 x 1" MACHINE SCREW - SS	0	0	0	0	2	0	0
K	17050	5/16" SPLIT LOCK WASHER - SS	8	4	4	8	0	11	0
L	17022	1/4-20 x 1/2" MACHINE SCREW - SS	0	0	0	0	0	0	4
M	17103	5/16" FLAT WASHER - SS	0	0	0	0	0	0	4

## assembly procedures:

**IMPORTANT:** Assemblers should be reasonably skilled in the assembly of commercial grade/heavy duty fabricated steel equipment.

To ensure proper assembly, it is suggested that you take adequate time to locate and identify each part. To prevent scratching of the finished pieces, we recommend this unit to be assembled on a clean, flat, solid, surface with a drop cloth, allowing plenty of working room. Also please read the instructions and study the sketches very carefully. A little extra time spent before assembly will be well worth it in performing a complete, proper assembly. Please note that all parts have been pre-cut and pre-drilled.

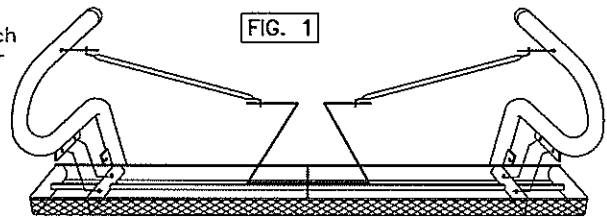
During the assembly process leave all bolts and nuts "finger tight", until the entire unit is completely assembled. This allows room for movement to level or adjust all seats, tops, benches, framework and braces if necessary. After final adjustment and leveling, permanently tighten all nuts, bolts and fasteners.

### INSTRUCTIONS FOR PORTABLE BENCHES WITH BACK:

#### STEP 1

Invert one (A-) seat so it's upside down on a flat surface. Attach (B1) legs to the outer most part of the seat's mounting brackets, see FIG. 1. Use two, per each leg, (G) and (H) using two (F) and one (K) per each (G).

Attach one end of the (C1 or C2) bench brace to the bench leg, using one (E), (F), (H) and one (K) per (E). Bolt other end of brace to the bench's mounting bracket. Use one (G) and (H) with two (F) and one (K) to mount the brace to the mounting bracket. Repeat brace attachment for the other leg.



#### STEP 2

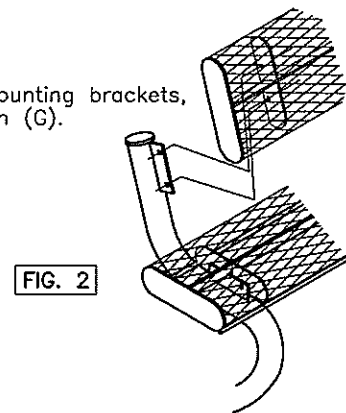
Make sure all fasteners are finger tight and properly supporting the unit. Re-invert the unit to its topside up position.

#### STEP 3

Attach the second (A-) seat to the outer-most part of the leg's back-seat mounting brackets, see FIG. 2. Use two, per side, (G) and (H) using two (F) and one (K) per each (G).

#### STEP 4

Level the seats if necessary and tighten all fasteners with wrenches.



### INSTRUCTIONS FOR SURFACE MOUNT BENCHES WITH AND WITH OUT BACK:

#### STEP 1

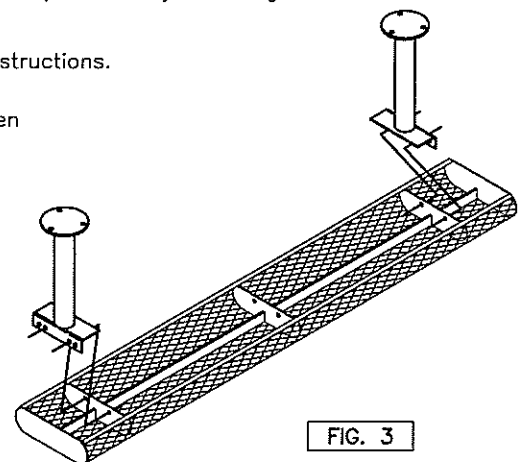
Invert one (A-) seat upside down on a flat surface. Attach both (B3) or (B4) legs to the outer most part of the seat's mounting brackets, see FIG. 3. Use two, per leg, (G) and (H) using two (F) and one (K) per each (G).

**NOTE:** Make sure to leave all fasteners finger tight. Tightening all fasteners at this point will not allow you any accessible room in the future to disassemble the unit, after permanently securing to its foundation.

To attach the back follow STEP 2 and STEP 3 of the portable bench instructions.

**NOTE:** It is suggested that you place the unit in its chosen location, then mark the hole openings of the base plate. Place the foundation securement hardware in the marked areas. This allows you a more accurate and secured placement. When the foundation securement hardware has been installed, place the unit in its new location and secure to the foundation.

If mounting plate covers (D) are used place halves around legs and secure with 2 (J) screws, see FIG. 6. Draw to a snug fit being careful not to over tighten.

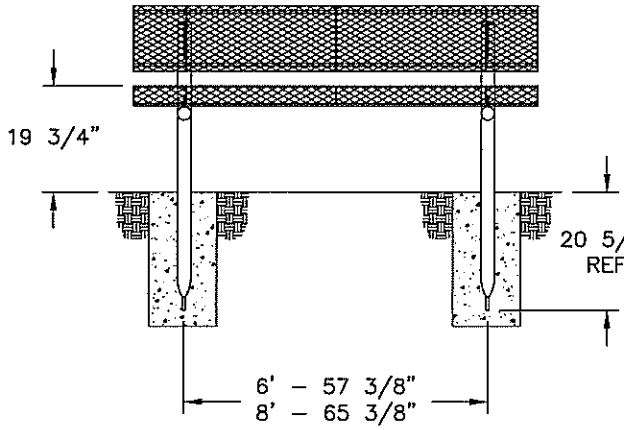


## installation:

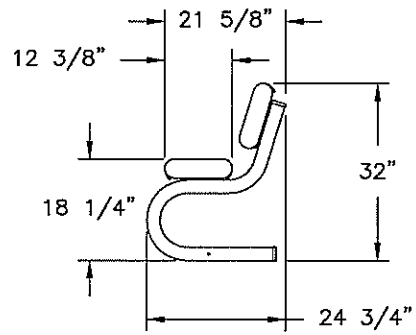
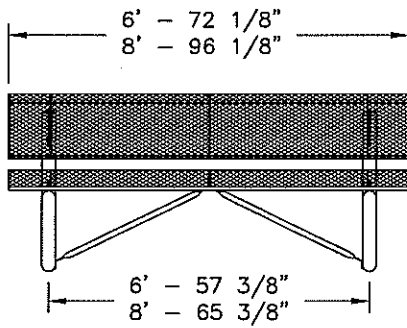
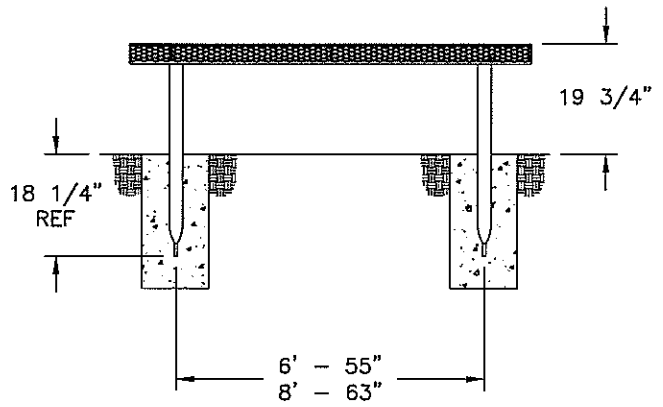
**WARNING:** The proper installation for Wabash Valley products may depend upon many factors unique to the site, location, or use of a particular product. Consult with your contractor or other professional to determine your specific installation requirements.

product dimensions:

SURFACE MOUNT



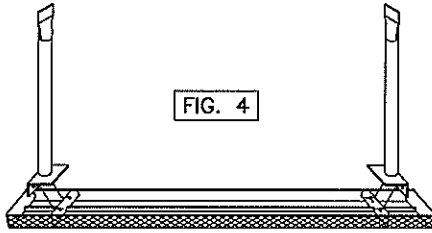
SURFACE MOUNT,





## assembly procedures cont.:

INSTRUCTIONS FOR INGROUND BENCHES WITH AND WITH OUT BACK:



### STEP 1

Invert one (A-) seat so its upside down on a flat surface. Attach the two (B2) or (B5) inground legs to the outermost part of the seat's mounting brackets, see FIG. 4. Use two, per each leg, (G), (H) using two (F) and one (K) per each (G).

### STEP 2

Prepare two foundation holes as shown below. The distance of holes, center to center, is shown in a detailed diagram below.

### STEP 3

Place the unit in the footing holes. Block the unit as shown, see FIG. 5. Before pouring concrete make sure the unit holds 19 5/8" or 19" to the top of the bench, with or without back respectively, and is level horizontally as well as vertically.

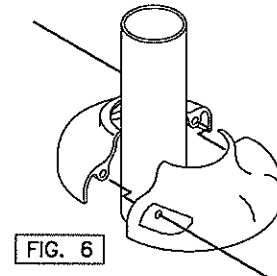
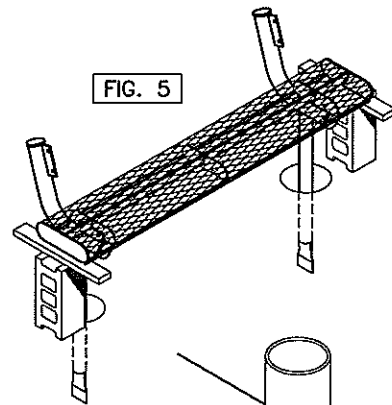
Pour concrete to form the footings and let cure for 48 hours.

### STEP 4

To attach the back follow STEP 2 and STEP 3 of the portable bench instructions.

### STEP 5

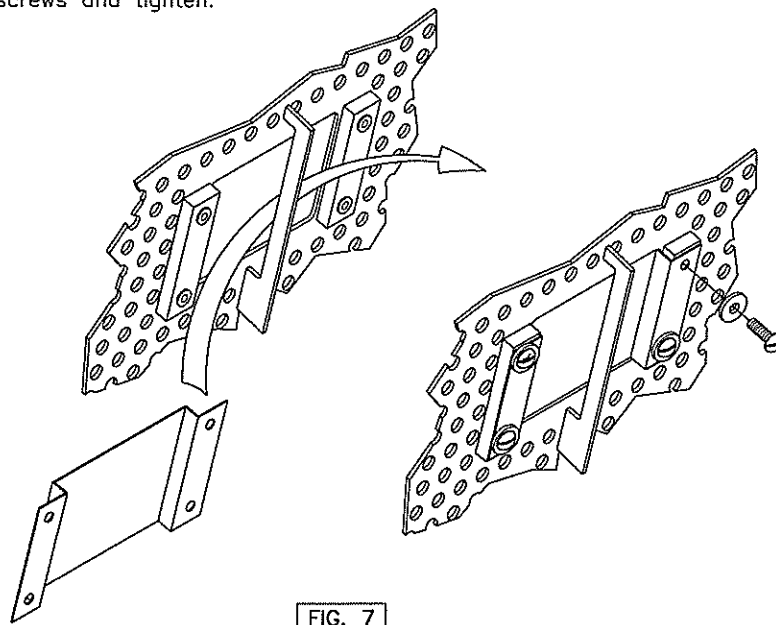
If mounting plate covers (D) are used place halves around legs and secure with 2 (J) screws, see FIG. 6. Draw to a snug fit being careful not to over tighten.



## MEMORIAL PLAQUE INSTRUCTIONS

After engraving is complete, assemble plaque (D2) to the (A7-A8) bench using four (L) and one (M) per each machine screw, see Fig. 7.

Thread plaque between center bracket and window of bench panel. Align holes, insert screws and tighten.



**SECTION 31 2000**  
**EARTHWORK**

**1.0 GENERAL**

**1.1 Description**

- A. The work consists of all work as called for by plans and/or proposal form and may include: rough and finish grading to approved grade stakes; excavation of organic or unstable soils; excavation of debris and rocks; excavation, stockpiling and redistribution of topsoil; placement of sand or gravel base; placing and grading supplemental topsoil; and all other grading and excavation operations. Unless otherwise called for in the plans and specifications, all work shall conform to ACT 347, Soil Erosion and Sedimentation Control.

**1.2 Submittals**

- A. Contractor shall submit samples and information to the Owner's Representative on the location of the source for any proposed materials to be brought on site. Source shall be subject to approval before use.

**2.0 PRODUCTS**

**2.1 Fill Materials**

- A. Fill and backfill materials shall be clean, porous, granular materials free of clay, rock or gravel larger than two inches (2") in any dimension, debris, frozen material, vegetation or other deleterious matter. Contractor shall be permitted to use material excavated as part of this project as backfill material provided that excavated material meets all other requirements herein and is free of trash and other debris. Sod shall not be used for fill.
- B. Fill material must be approved by the Owner's Representative before being placed. When suitable materials are not available from the excavation they shall be provided by the Contractor from off-site sources.

**2.2 Topsoil**

- A. Topsoil is defined as follows: all topsoil shall be fertile, friable natural topsoil, typical for this locality. It shall not contain a mixture of subsoil or slag and shall be free of lumps, stones, plants or roots, stalks or other extraneous matter and shall not be used while in a frozen or muddy condition. Topsoil shall have an acidity range of pH 5.5 to pH 7.5 and shall contain not less than five percent nor more than twenty percent organic matter as determined by loss on ignition of moisture free sample dried at 100 degrees centigrade. Topsoil shall be classifiable as loam, silt loam, silty clay loam, or sandy clay loam, as determined from the Bureau of Plant Industrial, Soils and Agricultural Engineering, USDA triangular soil texture chart. Topsoil shall be used in the upper six inches (6") of all seeded areas.

**2.3 Base Material**

- A. Base materials shall conform to specified detail, and shall be properly graded mixture of natural or crushed gravel, crushed stone, or natural processed sand that will readily compact to the required density and remain in that condition.

**3.0 EXECUTION**

**3.1 Layout**

- A. The corners of the designated areas, including separate paving, surfacing, and lawn, shall be determined by careful survey according to plans and details. Stakes shall be set indicating the exact position of these corners and the final elevation of the indicated area.
- B. Before any excavation or filling operation begins, approval of the location and the proposed elevation must be obtained from the Owner's Representative. If existing conditions are at variance with the drawings, the Owner's Representative shall be notified before proceeding with the work and adjustments made only as directed.
- C. Back-filling shall be done only after the Owner's Representative has inspected and approved sub-grade. Notice that the work is ready for inspection shall be given promptly, and 48 hours minimum shall be allowed for making necessary examinations. Failure to comply may require excavation to previous grade and the performance of back-filling operations again at no additional cost to the Owner.

### 3.2 Stripping Topsoil

- A. Prior to the stripping of topsoil, all areas within the grading limits containing existing debris shall be cleaned sufficiently to permit easy use of the topsoil free of unmanageable debris. Topsoil in areas that are to be graded shall be stripped to the depth designated and stockpiled in an area approved by the Owner's Representative. This is the first supply of topsoil to be used for spreading over disturbed or graded areas. The site shall be excavated to provide a sub-grade which shall be shaped to true and even lines so as to assure a uniform thickness of the base course or other surfacing installation. Excess material and debris generated from this work shall be hauled from the site at the Contractor's expense.

### 3.3 Unsatisfactory Materials

- A. Unsuitable materials or unstable bearing soil for structures and pavements shall be excavated to stable soil and replaced with an approved sand, gravel or soil and compacted as specified.

### 3.4 Excavation for Structures

- A. Excavation for all structures, paving, and site improvements shall be to the tolerances specified and shall extend sufficient distances from footing and foundations to permit placing and removal of forms, installation of services, and other construction operations and inspections.

### 3.5 Dewatering

- A. Site is to be maintained in dry condition in excavations and areas to be filled. Fill, topsoil, or sub-base shall not be placed in water or excessively damp conditions. It is the Contractor's responsibility to remove water and maintain dry conditions.

### 3.6 Placing Fill

- A. During grading and filling operations, all fill shall be placed in five inches (5"), or less layers and compacted by operating heavy track, or rubber tired equipment over it or with compaction equipment. Fill and backfill shall be so placed as to cause minimum disturbance to underlying soils. Material shall

have the correct moisture content. Wet soil shall be disked or otherwise scarified to allow each layer to dry.

- B. Holes, pits and removed footings shall be filled and compacted to within six inches (6") of the surrounding grade with approved clean fill and then topped with six inches (6") compacted topsoil. Filling holes shall be considered incidental to the Contract.

### 3.7 Compaction

- A. Fill and sub-base material shall be compacted to not less than the 95% ASTM D1557 or Proctor Density. Compaction of topsoil in lawn areas shall be 85% of proctor density.

### 3.8 Grade Tolerance

- A. All earthwork shall be within one-half inch (1/2" or 0.042') of the elevations called for on the plans. All pavement grading shall be within one quarter inch (1/4" or 0.021') of the elevations called for in the plans. All grading shall drain uniformly to designated low points and all changes in elevation and transition areas shall be with gentle, rounded gradients. The grade tolerance allowed shall not create a situation where a walk or area becomes inaccessible per the Americans with Disabilities Act. If this occurs the work shall be removed at the cost of the Contractor and reinstalled to meet current ADA standards.

END OF SECTION

**SECTION 32 1313**  
**CONCRETE PAVING**

1.0 GENERAL

1.1 Description

- A. This work shall consist of all labor, equipment and materials necessary for complete installation of concrete work: slabs, paving, curbs, walls, footings, and concrete work as called for in the plans and details.
- B. All work, which is without a specification herein, shall be performed in accordance with the Standard Specifications for Road and Bridge Construction, latest edition adopted by the Illinois Department of Transportation.

1.2 Submittals

- A. Mix Design: Submit for approval mix design proposed for use.
- B. One copy of the delivery ticket shall be furnished to the Owner's Representative at the time the truck arrives at the job site.

2.0 MATERIALS

2.1 Crushed Aggregate Base

- A. CA-6 crushed aggregate, Type B, shall be placed, to a compacted depth as indicated on plans, as a base course. The aggregate shall be thoroughly dry, unyielding and free of screening and dirt before proceeding with priming and paving, in accordance with material and placement standards of IDOT State Specifications.

2.2 Concrete Materials

- A. The concrete shall be constructed of Portland Cement Concrete Type A, which shall have a minimum of six (6) bags of type one cement per cubic yard. Concrete shall meet ASTM C94.
- B. The coarse aggregate used shall contain a maximum of 2%, by volume, deleterious material (commonly called chert free aggregate) and the maximum size of the stone shall be three-quarter inch (3/4").
- C. Air content shall be not less than 5%, or more than 8%, and the slump shall not exceed four inches (4"). Fourteen (14) day compressive strength tests resulting in less than 3500 p.s.i. shall be cause for removal and replacement at Contractor's cost. Portland Cement shall conform to the requirements of the current ASTM Specifications for Air-Entraining Portland Cement.

2.3 Metal Reinforcing

- A. Metal shall be fabricated conforming to the most current standard of ASTM A616, Deformed Billet-Steel Bars for Concrete Reinforcement of the grades indicated on the drawings. Welded wire mesh or fabric shall conform to Specifications for Welded Steel Wire Fabric for Concrete Reinforcement ASTM 185-current year.

2.4 Fiber Reinforcing

- A. Fiber reinforcing material to be SINTA F19 or approved equal, manufactured from 100% virgin polypropylene in a microfilament form and contain over 50 million individual fibers for each 1.0 lb/yd<sup>3</sup> dosed. Product shall be engineered specifically for use in concrete, alkali resistant, non-absorptive and completely non-corrosive. Product shall comply with ASTM Designation C 1116 Standard

Specification for Fiber-Reinforced Concrete and Shotcrete, Type III Synthetic Fiber-Reinforced Concrete or Shotcrete.

- B. Fibers shall be 20 mm (3/4 in.) multifilament polypropylene fibers as supplied by GCP Applied Technologies, Cambridge, MA 02140. Required dosage rate shall be as specified by the design engineer or architect. Product shall be used in strict accordance with the supplier's recommendations and within time as specified in ASTM C94. The fibers shall comply with ASTM Designation C1116 Type III 4.1.3 and with applicable building codes. Certification of compliance shall be made available on request. Standard ACI 302 procedures for placing, finishing and curing shall be followed when using SINTA F19

## 2.5 Additives

- A. Additives that have not been aforementioned within this specification shall not be used in any concrete without written approval from the Owner or Owner's Representative.

## 2.6 Forms

- A. Forms shall be of lumber with a minimum two-inch (2") nominal thickness and six-inch (6") nominal width or steel with equal rigidity. They shall be held securely in place by stakes, braces, or other means and shall not allow concrete leakage. Forms for curves shall be flexible or shall be curved forms conforming to radius of curves shown on drawings. The use of straight sections will not be permitted for curves. Forms shall be clean and those for surfaces to be exposed shall produce a smooth, even finish without fins or board marks.

## 2.7 Expansion Joint Material

- A. Expansion joint material shall meet the Illinois Department of Transportation Standard for Road and Bridge Construction, latest edition, Section 1051.00 Preformed Expansion Joint Fillers. Approved filler shall be as described in Section 1051.03 Bituminous Preformed Joint Filler and 1051.04 Preformed Fiber Joint Filler and 1051.05 Bituminous Preformed Inorganic Fiber Joint Filler and 1051.08 Preformed Closed Cell Plastic Joint Filler. All applicable sections shall apply for the above approved items.

## 3.0 EXECUTION

### 3.1 Concrete Mixing

- A. Concrete shall be mixed only as required for immediate use and any which has developed initial set shall not be used. Concrete, which has partially hardened, shall not be re-tempered or re-mixed. The use of a fractional sack of cement will not be permitted unless the fractional part is measured by weight. The mixer shall be cleaned thoroughly each time when out of operation for more than thirty minutes.
- B. Concrete mixes will be measured as described in the current Method Test for Consistency of Portland Cement Concrete of the ASTM Designation C-143. The concrete shall at times be of such consistency and workability, that it will puddle readily into corners and angles of the forms and around joint, dowels, tie bars and reinforcement without excessive spading, segregation or undue accumulation of water.
- C. The mixing of concrete in truck mixers in route from the batching plant to the site will not be allowed without prior approval. Mixing shall take place at the

batching plant. The mixing shall be done on a level area, sloping not more than two percent in any direction.

- D. The concrete shall be discharged within a period of one hour after the introduction of the mixing water with the dry materials or within a period of 1-1/2 hours after the cement has been placed in contact with the aggregates. It shall be within the specified limits for consistency and air content and it shall not be segregated.

### 3.2 Sub-grade

- A. Sub-grade or base shall be accurately graded and compacted as specified in Section 31 2000, EARTHWORK. The sub-grade or base shall be moistened just before the concrete is placed.

### 3.3 Forms

- A. The forms shall be set so that concrete slabs will have a slope of not less than one-quarter inch (1/4") per foot. Forms shall be held in line and grade by stake or braces at intervals to produce layout as specified in plans. Straight lines shall change to curve where line is tangent to curve. Forms shall be constructed in a manner that will permit their removal from exposed areas without damage to fresh concrete. Forms shall be of the full depth of the structure. Provide uniform bearing for all forms. The inside surface of the forms shall be oiled with a light, clear paraffin-base oil which will not discolor or otherwise injuriously affect the concrete as on walls or other exposed surfaces. All forming shall be approved by Owner or Owner's Representative before pouring concrete.

### 3.4 Reinforcement

- A. All steel reinforcement shall be accurately placed in position shown on plans and firmly held during the placing of concrete. When placed in the work, steel shall be free from dirt, rust, mill scale, paint, oil or other foreign material. Bars shall be placed with a variation in spacing between adjacent bars of not more than one-sixth of the spacing shown on the plans, and the clear distance from the near surface of the concrete and the reinforcement shall not vary from the distance shown on the plans by more than one-fourth the plan distance. Bars shall be tied at all intersections except where the spacing is less than one foot in each direction in which case every other intersection shall be tied. Supports for reinforcement which are to remain in the work shall be either precast concrete blocks of approved shape and dimensions, or approved preformed steel bar-chairs.
- B. Bars shall not be spliced except as provided on the plans or as authorized by the Owner or Owner's Representative.
- C. SINTA™ F19 fiber may be added to concrete at any point during the batching or mixing process. SINTA™ F19 may be added to the aggregate during weighing or charging, or to the central mixer or truck before, during, or after charging. The load must be mixed at high speed for 5 minutes, or 70 revolutions, after the addition of the SINTA™ F19 to ensure uniform distribution. The standard range of addition for SINTA™ F19 is ¾ to 3 lbs/yd (450 to 1800 g/m ) of concrete. Typically, 1½ lbs/yd (900 g/m ) of SINTA™ F19 provides excellent results. Higher addition rates may be used to produce concrete when special properties are required.

### 3.5 Placing Concrete

- A. Placing concrete shall not be permitted until the sub-grade and forms have been approved by the Owner or Owner's Representative. The concrete shall be placed in one pour for the full depth of stated structure unless otherwise approved by the Owner or Owner's Representative. The concrete shall be placed in successive batches for the entire width of structure. It shall be struck off from 1/2" to 3/4" higher than the finished grade, tamped until all voids are removed and free mortar appears on the surface. Finally, it shall be thoroughly spaded along the edges, struck off to the proper grade, and finished to a plane, even surface with floats and trowels. The final troweling shall be done with steel trowel, leaving a smooth even surface.

### 3.6 Finishing

- A. After the water sheen has disappeared, the surface shall be given a final finish by brushing with a whitewash brush. The brush shall be drawn across the sidewalk or structure at right angles to the edges of the walk or structure, with adjacent strokes slightly overlapping, producing a uniform, slightly roughened surface with parallel brush marks. Brush marks should be of a depth to produce a light broom finish.
- B. Edges on all concrete shall be rounded to a radius of one-quarter inch (1/4") with a finishing tool unless otherwise specified. All joints shall be rounded with a double edging tool having a radius of one-quarter inch (1/4") on each side and the surface shall then be brushed lightly to produce a slightly roughened surface and remove the finishing tool marks.
- C. The surface shall be divided by grooves called contraction joints constructed at right angles to the centerline of the sidewalk or structure. These joints shall extend to one-quarter inch (1/4") the depth of the sidewalk, shall be not less than one-eighth inch (1/8") and no more than one-quarter inch (1/4") in width, and shall be edged with a jointing or edging tool having one-quarter inch (1/4") radius. The joints shall be five feet (5') apart on sidewalks and ten feet apart on curbs unless otherwise specified.
- D. Expansion joints shall be placed between all separate pours, all structures and at thirty foot intervals on both sidewalks and curbs.

### 3.7 Sandblast Finish

- A. Specified sandblast surfaces to be finished with silica sand suitable for intended purpose at least twelve (12) days after the concrete has been poured. Sandblast depth per plans, exposing the aggregate but not so deep as to drive the aggregate out of the wall or create voids in the surface. Create uniform pattern and exposure while avoiding over-blasting. Seal all surfaces with two (2) coats approved clear sealer after concrete has fully cured and dried.
- B. Sandblast sample shall be created by the Contractor for approval by Owner's Representative before work commences.

### 3.8 Protection

- A. Protection of Concrete shall be performed in following manner:
  - 1. Protection Against Vandalism: The Contractor shall take all necessary precautions to ensure the protection of work against vandalism or graffiti. Any work, which is blemished in the finish, will be cause for rejection of flat work or curbing.



2. Protection Against Rain: The Contractor shall take such precautions as are necessary to protect the concrete from damage.
3. Hot Weather Limitations - Casting of concrete during hot weather shall be limited by the temperature at the time of placing. Concrete shall not be cast when the temperature is above 90° F. Care shall be taken to properly wet and protect all concrete placed indirect sun or in hot weather.
4. Cold Weather Limitations - No concrete shall be placed unless the temperature of the air in the shade and away from artificial heat is at least 32° F and rising unless specifically approved. All concrete poured at less than 40° F, or at a time when within 24 hours of pouring concrete the temperature shall dip below 40° F shall be insulated. The Contractor shall be responsible for the concrete placed during cold weather and any concrete injured by frost action shall be removed and replaced at Contractors expense.

### 3.9 Curing

- A. Forms shall be left in place for a period of not less than 12 hours. Immediately after they have been removed, all porous or honeycomb areas thus uncovered shall be filled smooth with mortar consisting of one part cement and two parts fine aggregate. Also, the ends of all expansion joints shall be cut open to the full width of the expansion joint material.
- B. Placing concrete, once started, shall be a continuous operation. No portion of a walk, curb or paved area shall be partially poured except as shown for installation of joints.

### 3.10 Footings

- A. Concrete footings shall be sloped at the top to ensure drainage away from the embedded item (post or otherwise). All footings shall be constructed as indicated on the detail drawings. All footings unspecified on drawings shall be according to the manufacturer's specifications of the product to be footed, but depth of all footings shall be a minimum of 42" below finished grade.

END OF SECTION

**SECTION 32 1816**  
**SAFETY SURFACES - ENGINEERED WOOD FIBER**

1.0 GENERAL

1.1 Description

Safety surfacing consists of providing all material and labor necessary for complete installation of engineered wood fiber safety surfacing in playground areas. This shall include engineered wood fiber surfacing and sand surfacing.

All materials and installation shall conform to ASTM F 1292 Standard Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment. All materials shall have been tested according to the ASTM F1292 specifications and shall meet or exceed all requirements for height of equipment installed or height of existing equipment that is specified to remain.

All materials with the exception of sand surfacing shall meet ASTM F 1951 Standard Specification for Determination of Accessibility to Surface Systems Under and Around Playground Equipment. All materials shall have been tested according to the ASTM F1951 specifications and shall meet or exceed all requirements.

1.2 Submittals

A sample of each playground surface shall be submitted to the Owner's Representative for approval. The most current ASTM testing of the material as called for above shall also be submitted for engineered wood fiber. Testing results are to be dated within five (5) years of the installation date at the project site. **These items shall be approved prior to ordering or delivery to the site.**

2.0 MATERIALS

2.1 Engineered Wood Fiber

Engineered wood fiber shall be uniform in size, made from hardwoods, and be free of bark, leaves, twigs, and all debris. No chemical treatment or additives are allowed. This material shall meet the ASTM specifications listed in section 1.1.

2.2 Sand Surfacing

Not Applicable

2.3 Filter Fabric

Filter fabric shall be Tyvar Filter Fabric by Dupont or Geo-Textile fabric by Geo-Synthetics or approved equal.

3.0 EXECUTION

3.1 Subgrade

Surfacing shall be built on a prepared sub-grade as per appropriate detail. All stones, rocks, pieces of concrete, roots or any other debris shall be removed. The prepared sub-grade shall be clear, level and compacted. Any stumps or roots shall be removed to eighteen inches (18") below finished grade.

3.2 Filter Fabric

Filter fabric shall cover 100% of sub-grade for engineered wood fiber surfacing and sand surfacing sub-grade. At filter fabric seams, a six-inch (6") overlap with pinning shall be installed.

### 3.3 Engineered Wood Fiber

Install surfacing in four-inch (4") layers over filter fabric. Compact each layer using a 3-ton eccentric hand-operated vibrator roller, a 2-1/2 ton plate compactor or equal. The material shall be compacted approximately 30%. Add successive four inch (4") lifts and repeat process until material is installed to specified depth. Prior to the final compacting, surface shall be level.

### 3.4 Sand Surfacing

Not Applicable

END OF SECTION

**SECTION 32 9219**  
**LAWN SEEDING**

1.0 GENERAL

1.1 Description

- A. This work consists of complete construction of lawn areas including: finish grading, tilling, cleaning seed bed, seeding, blanket, fertilizing, weed control, and mowing.

1.2 Submittals

- A. One seed tag for each seed type used on the site shall be saved and delivered to the Owner.

2.0 MATERIALS

2.1 Seed

- A. Seed shall be delivered to the site in the original sacks as received from the producer, and each sack shall be tagged in accordance with the agricultural seed laws of the United States and the State of Illinois. Each sack shall be tagged showing the dealer's guarantee as to the year grown, percentage of purity, percentage of germination and the date of the test by which the percentages of purity and germination were determined. All seed sown shall have a date of test within six (6) months of the date of sowing.
- B. Any seed delivered prior to use shall be stored in such a manner that it will be protected from damage by heat, moisture, rodents, or other causes.
- C. The new turf areas shall have a uniform seed mixture of one of the approved mixes listed below or an approved equal:

Field of Dreams Athletic Mixture by National Seed

- 30% Goalkeeper Perennial Ryegrass
- 30% Top Gun Perennial Ryegrass
- 20% Blue Moon Kentucky Bluegrass
- 20% Freedom III Kentucky Bluegrass

- D. The renovation lawn area shall have a uniform seed mixture of one of the approved mixes listed below or an approved equal:

Field of Dream Reseeder Mixture by National Seed

- 25% Accent Perennial Ryegrass
- 25% Caddieshack Perennial Ryegrass
- 25% Blue Chip Kentucky Bluegrass
- 25% Freedom III Kentucky Bluegrass

2.2 Blanket

- A. Blanket shall be excelsior for slopes greater than 1:4 and straw based on slopes less than 1:4. Both shall be weaved to prevent flyaway of fibers. Blanket shall be of consistent thickness, with fibers evenly distributed throughout the entire area of the blanket. The top and bottom of each blanket shall be covered with photodegradable or biodegradable netting. Material shall not contain any weed seed or chemical additives. Blanket stakes shall be bio-degradable (not metal).

2.3 Fertilizer

- A. Fertilizer shall be Nitrogen, Phosphorous and Potassium in the following mixes:
1. New Seeding Areas: 13-25-12 with 30% of nitrogen in slow release formula
  2. Over-seed Areas: 22-3-11 with 50% of nitrogen in slow release formula

### 3.0 EXECUTION

#### 3.1 Seeding Operations

- A. Remove all debris, including large stones, roots and construction materials. Fill all depressions in lawn area with topsoil prior to top dressing operations. No debris may be buried in pits on the site.
- B. Topsoil shall be applied at 6" depth. Topsoil may be blended with sand up to a ratio of 3 parts topsoil to 1 part sand to facilitate application. Contractor shall till; fine grade; remove all clumps, clay, sod clods, and undesirable materials. Seed bed shall be approved by Owner's representative before seeding.
- C. Seed shall be applied at the rates listed below for a dense stand with a Brillion, slit seeder, or other mechanical seeder. For new seeded areas, the entire seed bed area shall be covered with bio-degradable blanket. All seed areas must be completely and uniformly covered. Re-seed areas shall have no blanket applied.

#### 3.2 Seeding Rates

- A. Seed shall be applied at the following rates - except if dormant seeding is completed in late fall, then rates to be doubled:

Seed	Rate per 1000 square feet
Field of Dreams Athletic Mix	4.5 pounds
Field of Dreams Reseeder Mix (over seed in Spring)	2.5 pounds

#### 3.3 Fertilizing

- A. NEW SEEDING AREAS: 1.5 pounds of nitrogen fertilizer shall be applied per 1,000 square feet of turf shall be applied at time of initial seeding. See 2.3 for fertilizer mix. It shall be applied evenly over the planting area.
- B. RESEEDED AREAS: 0.75 pounds of nitrogen per 1,000 square feet shall be applied at time of overseeding, unless another amount is specified on plan. See 2.3 for fertilizer mix.

#### 3.4 Repairs

- A. The Contractor shall be responsible for the repair of any damage to existing lawns, which may result from his work, and such repairs shall be made swiftly in a thorough and workmanlike manner, with minimum inconvenience to the Owner and users of the site. Where lawn areas have been disturbed or damaged, the damaged lawn areas, ruts and depressions shall be cultivated, filled with topsoil, settled to proper grades and seeded. Repairs shall be made to the satisfaction of the Owner or Owner's representative.

#### 3.5 Maintenance

- A. It is the responsibility of the Contractor to maintain all seeded lawn areas; this may include cultivation, reseeding, fertilizing, watering, mowing, and the control of weeds until final acceptance has been granted. The Contractor shall mow the grass to a three -inch (3") height if it reaches a four-inch (4") height any time prior to final acceptance. The Owner's representative shall inspect the conditions of the stand to determine satisfaction or the need to improve the stand. Satisfaction is based on 95% coverage over the entire new seeding area and over-seed areas. Maintenance shall continue by the Contractor until acceptance has been granted.

#### 3.6 Watering

- A. Watering must be started immediately after the seed is installed. Watering should begin as soon as an area large enough to put down a sprinkler is ready.

- B. Thoroughly soak the seed and the soil under the seed. It should be moist at least 2 inches deep. Corners shall be noted and may need to be hand watered to ensure full coverage.
- C. After the first watering, water enough to keep the soil under the seed moist, but not muddy. In cool weather this may mean watering only every 3 or 4 days. In very hot weather, you may have to water daily. **Do not allow the seed or soil underneath to dry out between waterings.**
- D. In about two weeks the seed should have begun to knit to the soil underneath and the watering can be lessened to once or twice per week depending on the weather conditions.
- E. If an irrigation system is in place, it is the responsibility of the Contractor to ensure that the system is working and is covering all new seed areas. This responsibility continues until the site is turned over to the owner.
- F. Watering shall continue and be maintained by the contractor for at least 30 days beyond substantial completion. It is the contractor's responsibility to meet lawn establishment requirements – additional watering by contractor may be needed.

END OF SECTION

**SECTION 33 4616**  
**UNDERDRAINAGE**

1.0 GENERAL

1.1 Summary

- A. This Section covers provision and installation of Under Drains for the Playground

2.0 PRODUCTS

- A. General: Furnish drainage pipe complete with bends, reducers, adapters, couplings, collars, and joint materials.
- B. Polyvinyl Chloride Pipe: ASTM D 2729.
- C. Perforated Polyvinyl Chloride Pipe ASTM D 2729
- D. Clean out: shall have a round cast iron top as provided by Jay R. Smith MFG or equal 4240 series and have a ductile iron frame and cover for cleanout, ASTM A-536 and proof loaded as per AASHTO M306. Castings must be proof loaded as per AASHTO M306. All lids must be marked with a CO with raised capital letters cast in cover.
- E. Filter Fabric
1. Manufacturer's standard nonwoven geotextile fabric of polypropylene or polyester fibers, or a combination of them. Use "3401 Geofabric" by Typar or approved equal.

2.1 Materials

- A. Backfill materials and their installation shall be as described in Section 31 2000 - Earthwork

3.0 EXECUTION

3.1 Inspection

- A. General: Examine subgrade surfaces to receive under drainage system to verify suitability. Do not begin installation until subsurface conditions are satisfactory to accept drainage system.

3.2 Installation

- A. Under Drainage System: Excavate for under drainage system after subgrade material has been compacted but before drainage fill course has been placed. Provide a clear horizontal distance between perforated drain pipe and trench wall on both sides not less than 4", unless otherwise shown. Grade bottom of trench excavations to required slope and compact to a firm, solid bed for drain system.
- B. Apply a minimum 4" layer of compacted bedding material below the perforated drain pipe, raising low areas and creating a firm base at the correct levels. Where unsatisfactory bearing soil occurs, excavate to a minimum depth of eight inches below the pipe invert and place compacted granular fill to reach invert levels.
- C. Overlay bedding with one layer of synthetic drainage fabric. Overlap fabric edges at least 4 inches.
- D. Laying Drain Pipe: Lay drain pipe on compacted bedding. Provide full bearing for each pipe section throughout its length to true grades and alignment, and continuous slope in direction of flow.

1. Lay fabric wrapped perforated pipe with perforations down and joints tightly closed in accordance with pipe manufacturer's recommendations. Provide collars and couplings as required.
- E. Join and install PVC pipe as follows:
1. Installation in accordance with ASTM D 2321.
- F. Testing Drain Lines: Test or check lines before backfilling to assure free flow. Remove obstructions, replace damaged components, and retest system until satisfactory. Owner must approve operation of system prior to covering it up.
- G. Washed Gravel: Place layer of washed gravel over drainage pipe and drainage fabric to depth indicated or, if not indicated, to a depth of not less than 4 inches around sides and 12 inches on top of drainage pipe.
- H. Fill to Grade: Apply fabric and backfill as required on plans.

END OF SECTION



# Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

## Bid Bond

### CONTRACTOR:

(Name, legal status and address)

Hacienda Landscaping, Inc.  
17840 Grove Rd.  
Minooka, IL 60447

### SURETY:

(Name, legal status and principal place of business)

Atlantic Specialty Insurance Company  
605 Highway 169 North, Suite 800  
Plymouth, MN 55441  
Mailing Address for Notices

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

### OWNER:

(Name, legal status and address)

Bolingbrook Park District  
301 Recreation Drive  
Bolingbrook, IL 60440

**BOND AMOUNT:** 10% Ten Percent of Amount Bid

### PROJECT:

(Name, location or address, and Project number, if any)


Ivanhoe and Forest Park - Installation of Playground

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 25th day of February, 2021.

  
\_\_\_\_\_  
(Witness)

Hacienda Landscaping, Inc.  
(Principal) \_\_\_\_\_ (Seal)

By:   
(Title) Maria Guzman President

Atlantic Specialty Insurance Company  
(Surety) \_\_\_\_\_ (Seal)

By:   
(Title) William Reidinger, Attorney-in-Fact



  
\_\_\_\_\_  
(Witness) Thomas Green



# Power of Attorney

Surety Bond No: Bid Bond

Principal: Hacienda Landscaping, Inc.  
Obligee: Bolingbrook Park District

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: William Reidinger, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: sixty million dollars (\$60,000,000) and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this fifth day of March, 2020.



By *Paul J. Brehm*  
Paul J. Brehm, Senior Vice President

STATE OF MINNESOTA  
HENNEPIN COUNTY

On this fifth day of March, 2020, before me personally came Paul J. Brehm, Senior Vice President of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, that he is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.



*Alison Nash-Trout*  
Notary Public

I, the undersigned, Assistant Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 25th day of February, 2021



*Christopher V. Jerry*  
Christopher V. Jerry, Secretary

MINUTES OF a Regular meeting of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, Held at the Recreational Center, 201 Recreation Drive, Bolingbrook, Illinois, within Said District, at 7:00 P.M. on Thursday, March 18, 2021

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_ the President, and the following Park Commissioners at said location answered being Present:

\_\_\_\_\_  
\_\_\_\_\_.

The following Park Commissioners were absent from the meeting:

\_\_\_\_\_.

Park Commissioner \_\_\_\_\_ present and the Secretary read in full the following: **RESOLUTION NO. 21-09**

**RESOLUTION APPROVING CONTRACT TO PAVEMENT SYSTEMS, INC. FOR SEAL COATING ASPHALT PAVEMENT 2021 (PAVEMENT SYSTEMS, INC., BLUE ISLAND, IL)**

**RESOLUTION NO. 21-09**

**RESOLUTION APPROVING CONTRACT TO PAVEMENT SYSTEMS, INC. FOR SEAL COATING ASPHALT PAVEMENT 2021 (PAVEMENT SYSTEMS, INC., BLUE ISLAND, IL)**

WHEREAS, the Bolingbrook Park District (the "Park District") is a duly organized unit of local government organized and operating under the Constitution and laws of the State of Illinois; and

WHEREAS, the Park District derives its rights, power and authority from the various sections of The Park District Code (the "Code"); and

WHEREAS, the Board of Park Commissioners has determined that it is necessary and in the best interests of the Park District and its residents to have the asphalt pavement seal coated and pavement markings applied in various park locations; and

WHEREAS, Pavement Systems, Inc. of Blue Island, Illinois has submitted the lowest responsible bid per the February 25, 2021 bid opening for the seal coating work which consists of materials, labor and equipment necessary to apply asphalt sealer, crack filler and paint pavement markings on asphalt pavement at various park locations; and

WHEREAS, the Board of Park Commissioners hereby finds and declares that it is in the best interests of the Park District to award the bid and enter into a contract;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings as if said recitals were fully set forth within this Section One.

SECTION TWO: The Board of Park Commissioners of the Bolingbrook Park District hereby approves the award of the bid to the lowest responsible bidder, Pavement Systems, Inc. of Blue Island, Illinois, in the total amount not to exceed \$28,343.00, as set forth in Exhibit 1 attached hereto and made a part hereof. The Board directs Staff to enter into a contract subject to attorney review with Pavement Systems, Inc.

SECTION THREE: Any and all policies or resolutions of the Park District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage as provided by law.

PASSED THIS 18<sup>th</sup> day of March, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> day of March, 2021.

\_\_\_\_\_  
President, Board of Park Commissioners

ATTEST:

\_\_\_\_\_  
Secretary, Board of Park Commissioners

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Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the resolution as presented and read be approved.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said resolution as read.

Upon the roll being called, the following Park Commissioners voted:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Whereupon the President declared the motion carried and the resolution adopted, approved, and signed the same in open meeting, and directed the Secretary to record same in the records of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, which was done.

Other business not related to the passage of this resolution was duly transacted at the meeting.

Upon motion duly made and seconded, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

STATE OF ILLINOIS    )  
                                          ) SS.  
COUNTY OF WILL     )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the "Board") of the Bolingbrook Park District, Will County, Illinois (the "District"), and as such official I am the keeper of the records and filed of the District and the Board.

I further certify that the foregoing constitutes a full, true, and complete transcript of the minutes of the meeting of said Board held on the 18<sup>th</sup> day of March, 2021 insofar as same relate to the adoption of the following: **RESOLUTION 21-09**

**RESOLUTION APPROVING CONTRACT TO PAVEMENT SYSTEMS, INC. FOR SEAL COATING ASPHALT PAVEMENT 2021 (PAVEMENT SYSTEMS, INC., BLUE ISLAND, IL)**

a true, correct, and complete copy of which resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the members of the Board of Park Commissioners on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of "AN ACT in Relation to Meetings," approved July 11, 1957, as amended (the "Open Meetings Act"), and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature at Bolingbrook, Illinois, this 18<sup>th</sup> day of March, 2021.

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Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois



Bidder Name: Pavement Systems Inc  
Address: 13820 S California Ave  
Blue Island IL 60406  
Phone #: 708.396.8888

**CONTRACT DOCUMENTS AND SPECIFICATIONS**

**FOR**

**SEAL COATING ASPHALT PAVEMENT 2021**

**BOLINGBROOK PARK DISTRICT  
301 RECREATION DRIVE  
BOLINGBROOK, IL 60440  
(630) 739-4696**

**February 25, 2021 at 9:00 am**



## **ADVERTISEMENT FOR BID**

The Bolingbrook Park District will accept sealed bids for 'Seal Coating Asphalt Pavement 2021' until 9:00 am, Thursday, February 25, 2021.

The proposed work consists of the provision of materials, labor, and equipment necessary to apply crack filler, sealer and pavement markings on asphalt pavement.

As of 9:00 am, Monday, February 8, 2021, Bid Documents are available at the Buildings & Grounds Facility offices, 301 Recreation Drive, Bolingbrook, Illinois 60440, (630) 739-4696.

Bids will be publicly opened and read at 9:00 am, Thursday, February 25, 2021 at the Buildings & Grounds Facility, 301 Recreation Drive, Bolingbrook, Illinois 60440. Bids received after this time will be returned unopened. No oral proposals or modifications will be considered. The park district reserves the right to reject any and/or all bids, to waive any informality, and to accept the bid that is in the best interest of the Bolingbrook Park District. All contracts for the construction of public works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12).

All proposals must include a ten percent (10%) Bid Guarantee. No bidder may withdraw his proposal after the hour set for the opening thereof, or before award of the contract, unless said award is delayed for a period exceeding thirty (30) calendar days.

## INSTRUCTIONS TO BIDDERS

- Project Name:** Seal Coating Asphalt Pavement 2021
- Project Owner:** Bolingbrook Park District  
201 Recreation Drive  
Bolingbrook, Illinois 60440
- Project Locations:** Bolingbrook Recreation & Aquatic Complex, 200 Lindsey Lane  
Volunteer Park, 200 Lindsey Lane  
Poplar Park, 870 Poplar Lane  
Indian Chase Meadows, 535 Pheasant Chase Drive  
Central Park, 201 Recreation Drive
- Bid Opening:** Thursday, February 25, 2021 at 9:00 am  
Bolingbrook Park District - Building & Grounds Facility  
301 Recreation Drive  
Bolingbrook, Illinois 60440
- Project Scope:** Work consists of the provision of materials, labor, and equipment necessary to apply asphalt sealer, crack filler and paint pavement markings (including all previously painted curbs) on asphalt pavement at various park/facility locations. Paint pickleball court striping per specs on three courts.
- Begin Work:** Work can commence on or after May 3, 2021. The exact work schedule **MUST** be determined jointly by the contractor and owner. The application of seal coating and pavement markings will not require the bidder to work overnight.
- Completion Deadline:** On or before September 30, 2021

### **Contract Documents**

The work shall be performed in accordance with the plans and specifications entitled Seal Coating Asphalt Pavement 2021.

### **Bid Security**

A ten percent (10%) bid security in the form of a bid bond, postal money order, certified check, or cashier's check made payable to the Owner must accompany the bid. Failure to furnish a bid security in the proper form and amount, by the time set for opening of bids, may be cause for rejection of the bid, in the absolute discretion of the Owner.

### **Preparation and Submission of Bids**

Before submitting proposal, each bidder shall examine carefully all documents pertaining to the work and visit the site to verify conditions under which work will be performed. Submission of bid will be considered presumptive evidence that the Bidder has visited the site and is conversant with local facilities and difficulties, the requirements of the documents and of pertinent State or Local Codes, State of Labor and Material Markets, and has made due allowance in his bid for all contingencies. Include in bid all costs of labor, material, equipment, allowance, fees, permits, guarantees, applicable taxes, insurance and contingencies, with overhead and profit necessary to produce a complete project, or to complete those

portions of the work covered by the specifications on which proposal is made, including all trades, without further cost to the Owner. Obtain all permits and arrange for all inspections. Pay all fees and costs incurred. No compensation will be allowed by reason of any difficulties which the Bidder could have discovered or reasonably should have discovered prior to bidding.

All proposals must be made upon the bid form furnished by the Owner included herewith and should give the amounts bids for work, in numbers, and must be signed and acknowledged by the Contractor. The proposal submitted must not contain erasures, inter-lineations, or other corrections unless each correction is suitably authenticated by affixing in the margin immediately opposite the correction the surname or surnames of the person or persons signing the bid. The bid form should not be removed from the specification's booklet.

#### **Award of Contract**

Award of the contract will be made to the lowest responsive, responsible bidder, as determined by the Owner. The Owner may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim, or cause of action by any unsuccessful bidder against the Owner.

#### **Non-Discrimination**

During the performance of this contract, the Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; and, selection for training including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

The Contractor will comply with all provisions of the Equal Employment Opportunity as required by the Human Rights Act and rules and regulations of the Illinois Department of Human Rights published at 44 II Administrative Code Section 750, *et seq.*

#### **Contract and Insurance**

The accepted bidder shall enter into a written contract; provide the Owner with copies of Workman's Compensation and Public Liability Insurance Policies or certificates therefore, within ten (10) calendar days of the "Written Notice to Proceed" and prior to the commencement of work.

#### **Sales Tax Exemption**

The Bolingbrook Park District is a municipal tax exempt body. Proof of tax exempt status is available upon request. Taxes should not be reflected in the bid price.

### **Materials and Workmanship**

All materials shall conform to the requirements of the Contract Documents. All materials are subject to the approval by the Owner both before and after incorporation into the project. All materials shall be new, of first quality, the best workmanship, and of the latest design. This does not apply to the incorporation of existing or salvaged materials into the project if specified in the Contract Documents. Any item of labor or material not shown as a separate pay item in the Bid shall be supplies as shown on the plans or required for construction and installed as incidental to the contract.

### **Abandonment**

Should the Bidder abandon or neglect the work, or if the Owner at any time is convinced that the work is unreasonably delayed, or that the conditions of the contract is being willfully violated, or executed carelessly, or in bad faith, he may notify the Bidder in writing, and if his notification be without effect within twenty-four (24) hours after the delivery hereof, then and in that case the contractor shall discontinue all work under the contract and the Owner shall have full authority to make arrangements for the completion of the contract at the expense of the Bidder.

### **Pre-Construction Meeting**

Contractor shall attend a pre-construction meeting with the Owner prior to initiation of the work. At the meeting the Contractor shall present his schedule for performing the work as well as discuss his proposed methodology for performing the work.

### **Protection of the Public, Work, and Property**

The Contractor shall provide and maintain all necessary watchmen, barricades, lights, warning signs, and other signals and take all necessary precautions for the protection of all work from damages, and shall take all reasonable precautions to protect the project property from injury or loss arising in connection with his contract.

The Contractor shall make good any damage, injury or loss to his work and to the property of the Owner resulting from lack of reasonable protective precautions, except such as may be caused by agents or employees of the Owner. He shall adequately protect adjacent private and public property, as provided by law and these specifications.

### **Site Clean-Up**

The Contractor shall keep the site free from accumulations of debris, rubbish, and waste materials at all times. The Contractor shall arrange for the removal and disposition of debris, rubbish, and waste materials at no cost to the Owner. If the Contractor fails to remove any debris, rubbish, or waste materials within five (5) days of written notice to clean the site, the Owner may remove the materials and charge the cost thereof to the Contractor.

When the Contractor's equipment is operated upon an existing pavement used by traffic, the Contractor shall clean the pavement of all dirt and debris at the end of each day's operations, and at other times as directed by the Owner, the Engineer, or the roads governing authority. The cleaning work shall be considered as incidental to the contract.

### **Insurance**

The Contractor shall not commence work under the Agreement until he has obtained all insurance required, and it has been approved by the Owner. All such insurance shall be purchased only from companies licensed and dully authorized by the Department of Insurance of the State of Illinois to do business in Illinois and to write the types of insurance policies as herein specified. Said companies must have a policy holder's rating of A+ and a financial rating of AAAAA as stated in the latest edition of Best's Insurance Guide. The insurance

coverage must be maintained by the Contractor until all work is completed and accepted by the Owner as set forth in the Contract Documents.

- a. Workman's Compensation and occupational disease insurance covering all employees in statutory limits who perform any obligations assumed under Agreement.
- b. Public liability and property damage liability insurance covering all operations under Agreement. Public liability insurance shall be in an amount not less than \$1,000,000 on account of any one occurrence, including accidental death. Property damage insurance shall be in an amount not less than \$1,000,000 for bodily injury per person with an aggregate limit of not less than \$2,000,000.
- c. Automobile liability insurance on all self-propelled vehicles used in connection with Agreement, whether owned, non-owned, or hired. Comprehensive automobile liability insurance shall provide not less than \$1,000,000 per person and \$1,000,000 per accident, and property damage coverage in limits of an amount not less than \$1,000,000 per accident.
- d. Public Liability and Property Damage Insurance for Owner shall include the Owner as named insured under the foregoing Public Liability and Property Damage Insurance or the Contractor shall provide a separate policy for the Owner in accordance with the requirements under the foregoing Public Liability and Property Damage Insurance. Said insurance shall afford the Owner the same protection and in the same amounts as required in Paragraph (b) above, and shall protect the Owner from all claims for bodily injury and property damage arising from its ownership of the premises and general supervision of the work, including claims by employees of the Contractor.

Within ten (10) calendar days after receipt of the " Notice of Award", the Contractor shall file with the Owner, a Certificate of Insurance showing complete coverage of all insurance required by this Section signed by the insurance companies or their authorized agents, certifying to the name and address of the party insured, the description of the work covered by such insurance, the insurance policy numbers, the limits of liability of the policies and the dates of their expirations, with a further certification from said insurance companies that their policies will not be modified amended, changed, canceled or terminated without 30 business days prior written notice to the Owner. Such certification must be in the form acceptable to the Owner. If any form of umbrella or excess coverage policy is utilized by the Contractor, the Owner reserves the right to require a copy of the entire policy. The Bolingbrook Park District shall be named as additional insured. (Use additional insured endorsement - Owners, Lessees or Contractors (Form B) a sample is included in this bid packet).

### **Construction Schedule**

The Contractor shall submit to the Superintendent of Projects & Planning within ten (10) days after the effective date of award a schedule outlining construction methods and a timetable for completion of the project. The construction schedule must be approved by the Superintendent of Projects & Planning prior to commencing work. All work on the project, including punch list, shall be complete by the date indicated in "Instructions to Bidders".

### **Construction Observation**

The Superintendent of Projects & Planning shall observe the work on behalf of the Bolingbrook Park District and will provide general assistance during construction insofar as proper interpretation of the Contract Documents is affected. The Superintendent of Projects & Planning shall not be responsible for the acts of omission of the Contractor's superintendent or other employees.

All materials used and all completed work by the Contractor shall be subject to the observation of the Superintendent of Projects & Planning. The Contractor shall furnish such samples of materials for examination and tests as may be requested by the Superintendent of Projects & Planning and shall furnish information required concerning the nature or source of any materials or equipment which he proposes to use. Any material, equipment, or work which does not satisfactorily meet the Contract Documents may be rejected by the Superintendent of Projects & Planning by giving written notice to the Contractor. All rejected materials, equipment, or work shall be promptly removed and replaced at the Contractor's expense.

### **Laws and Certification**

The Bidder shall at all times observe and comply with all Federal, State and Local laws, regulations and ordinances which in any manner affect the conduct of the work. Any complaint, claim or action brought against the Bidder for failing to observe or comply with any law, ordinance, or regulation shall be the sole responsibility of the Bidder and shall in no way extend to or expose the Owner to liability and the Bidder shall indemnify and hold harmless the Owner from any and all such complaints, claims, or actions. All workmanship and materials shall conform and comply with the requirements of the building ordinances and rules and regulations of all departments and bureaus of the county, city and state having lawful jurisdiction. All of which are hereby made a part of these specifications, or indicated on the drawings.

### **Change Orders**

Changes to facilitate the seal coating project which is in the best interest of the Owner may be made by the Superintendent of Projects & Planning, with the understanding of both parties that no change in contract price is involved. Where proposed changes involve a modification to the contract sum, the contract time, or material change in the work (i.e., other than minor field changes) a written change order shall be prepared by the Bidder and approved by the Superintendent of Projects & Planning prior to any change taking place.

### **Field Representative**

Field representatives may be appointed by the Owner to see that the work is performed in accordance with the Contract Documents. Field representatives shall have the authority to condemn and/or reject defective work and materials. Field representatives shall have no authority to permit deviation from the Contract Documents and the Contractor shall be liable for any deviations made without a written order from the Superintendent of Projects & Planning.

### **Guarantee-Warranty**

The Contractor shall guarantee-warranty all materials for a period of one (1) year from date of acceptance by the Bolingbrook Park District. The warranty shall include all labor and material costs associated with repairs or replacement.

### **Substance Abuse Prevention Policy**

Pursuant to P.A. 95-0635 (the "Substance Abuse Prevention on Public Works Act"), employees of the contractor and the employees of the subcontractor are prohibited from the use of drugs or alcohol, as defined in the Act, while performing work on any public works project. Before the contractor or subcontractor commences work, the Contractor and any Subcontractor shall have in place a written Substance Abuse Prevention Program for the prevention of substance abuse among its employees which meets or exceeds the requirements in P.A. 95-0635 or shall have a collective bargaining agreement in effect dealing with the subject matter of P.A. 95-0635.

The Contractor and any Subcontractor shall file with the public body engaged in the construction of the public works: a copy of the substance abuse prevention program along with a cover letter certifying that their program meets the requirements of the Act or a letter certifying that the Contractor or Subcontractor has a collective bargaining agreement in effect dealing with the subject matter of this Act. A certification form is attached and must be completed by the Contractor and each Subcontractor to this Contract.

### **Drug-Free Workplace Act**

Pursuant to Ill.Rev.Stat.ch 127 Para 132.311 et. Seq. ("Drug-Free Workplace Act"), the Contractor shall certify with the Owner that it will provide a drug-free workplace. A certification form is attached to this document and must be completed by the Bidder.

**Wage Rates/Prevailing Wage Ordinance**

Each Contractor or Subcontractor performing Work on this project shall comply in all respects with all laws governing the employment of labor, Social Security, and Unemployment Insurance of both the State and Federal government. There shall be paid each employee engaged in Work under this Contract at the site of the Project, no less than the minimum wage for the classifications of labor employed in compliance with 820 ILCS 130/1 et seq., as now existing or hereafter amended. A copy of the "General Prevailing Hourly Rates" is hereafter included.

In accordance with 820 ILCS 130/5, The Contractor and each subcontractor shall 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 record shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each period, the number of hours worked each day, and the starting and ending times of work each day.

The Contractor and each subcontractor shall submit monthly, in person, by mail, or electronically, a certified payroll to the Bolingbrook Park District. The certified payroll shall consist of a complete copy of the records. 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; 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.

Upon two (2) business days' notice, the Contractor and each subcontractor shall make available for inspection the records to the Bolingbrook Park District, its officers and agents, and to the Director of Labor and his deputies and agents at all reasonable hours at a location within the State. The Contractor and each subcontractor shall permit his or her employees to be interviewed on the job, during working hours, by compliance investigators of the Department or the Department of Labor.

## Will County Prevailing Wage Rates posted on 1/13/2021

Trade Title	Rg	Type	C	Base	Foreman	Overtime				H/W	Pension	Vac	Trng	Other Ins
						M-F	Sa	Su	Hol					
ASBESTOS ABT-GEN	All	ALL		44.40	45.40	1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
ASBESTOS ABT-MEC	All	BLD		38.44	41.51	1.5	1.5	2.0	2.0	14.07	12.51	0.00	0.77	
BOILERMAKER	All	BLD		51.56	56.20	2.0	2.0	2.0	2.0	6.97	21.58	0.00	1.20	
BRICK MASON	All	BLD		47.56	52.32	1.5	1.5	2.0	2.0	11.20	20.51	0.00	0.97	
CARPENTER	All	ALL		49.76	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
CEMENT MASON	All	ALL		44.19	46.19	2.0	1.5	2.0	2.0	10.90	27.92	0.00	0.50	
CERAMIC TILE FINISHER	All	BLD		41.80	41.80	1.5	1.5	2.0	2.0	11.25	13.41	0.00	0.88	
COMMUNICATION TECHNICIAN	All	BLD		38.50	42.35	1.5	1.5	2.0	2.0	15.94	14.27	0.00	0.75	1.85
ELECTRIC PWR EQMT OP	All	ALL		54.90	59.90	1.5	1.5	2.0	2.0	12.72	18.42	0.00	3.40	
ELECTRIC PWR GRNDMAN	All	ALL		42.82	59.90	1.5	1.5	2.0	2.0	9.93	14.37	0.00	2.66	
ELECTRIC PWR LINEMAN	All	ALL		54.90	59.90	1.5	1.5	2.0	2.0	12.72	18.42	0.00	3.40	
ELECTRICIAN	All	BLD		47.00	51.23	1.5	1.5	2.0	2.0	16.39	19.26	0.00	1.23	4.21
ELEVATOR CONSTRUCTOR	All	BLD		58.47	65.78	2.0	2.0	2.0	2.0	15.73	18.41	4.68	0.63	
GLAZIER	All	BLD		46.35	47.85	1.5	2.0	2.0	2.0	14.79	22.67	0.00	1.26	
HEAT/FROST INSULATOR	All	BLD		51.25	54.33	1.5	1.5	2.0	2.0	14.07	14.26	0.00	0.77	
IRON WORKER	All	ALL		45.00	49.50	2.0	2.0	2.0	2.0	12.46	27.07	0.00	0.95	
LABORER	All	ALL		44.40	45.15	1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
LATHER	All	ALL		49.76	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
MACHINIST	All	BLD		49.68	52.18	1.5	1.5	2.0	2.0	7.93	8.95	1.85	1.47	
MARBLE FINISHER	All	ALL		35.73	49.05	1.5	1.5	2.0	2.0	11.20	18.71	0.00	0.87	
MARBLE MASON	All	BLD		46.71	51.38	1.5	1.5	2.0	2.0	11.20	19.98	0.00	0.95	
MATERIAL TESTER I	All	ALL		34.40		1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
MATERIALS TESTER II	All	ALL		39.40		1.5	1.5	2.0	2.0	16.10	14.21	0.00	0.90	
MILLWRIGHT	All	ALL		49.76	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
OPERATING ENGINEER	All	BLD	1	52.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	2	50.80	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	3	48.25	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	4	46.50	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	5	55.85	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	6	53.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	BLD	7	55.10	56.10	2.0	2.0	2.0	2.0	20.90	17.85	2.00	2.15	



OPERATING ENGINEER	All	FLT	1	58.20	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	2	56.70	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	3	50.45	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	4	41.95	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	5	59.70	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	FLT	6	40.00	58.20	1.5	1.5	2.0	2.0	20.50	16.85	2.00	1.65	
OPERATING ENGINEER	All	HWY	1	50.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	2	49.75	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	3	47.70	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	4	46.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	5	45.10	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	6	53.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
OPERATING ENGINEER	All	HWY	7	51.30	54.30	1.5	1.5	2.0	2.0	20.90	17.85	2.00	2.15	
PAINTER	All	ALL		48.30	54.34	1.5	1.5	1.5	2.0	12.51	14.24	0.00	1.87	
PAINTER - SIGNS	All	BLD		39.84	44.74	1.5	1.5	2.0	2.0	2.73	3.39	0.00	0.00	
PILEDRIIVER	All	ALL		49.76	54.74	2.0	2.0	2.0	2.0	11.79	25.74	0.00	0.73	
PIPEFITTER	All	BLD		50.75	53.75	1.5	1.5	2.0	2.0	10.85	20.85	0.00	2.92	
PLASTERER	All	BLD		45.00	47.70	1.5	1.5	2.0	2.0	15.75	18.14	0.00	1.25	
PLUMBER	All	BLD		52.00	55.10	1.5	1.5	2.0	2.0	16.22	15.60	0.00	1.40	
ROOFER	All	BLD		45.75	49.75	1.5	1.5	2.0	2.0	11.23	13.61	0.00	0.91	
SHEETMETAL WORKER	All	BLD		50.33	52.85	1.5	1.5	2.0	2.0	11.00	18.46	0.00	1.29	2.39
SPRINKLER FITTER	All	BLD		50.95	53.45	1.5	1.5	2.0	2.0	13.50	16.80	0.00	0.75	
STONE MASON	All	BLD		47.56	52.32	1.5	1.5	2.0	2.0	11.20	20.51	0.00	0.97	
TERRAZZO FINISHER	All	BLD		43.54	43.54	1.5	1.5	2.0	2.0	11.25	15.61	0.00	0.90	
TERRAZZO MASON	All	BLD		47.38	50.88	1.5	1.5	2.0	2.0	11.25	17.07	0.00	0.94	
TILE MASON	All	BLD		48.75	52.75	1.5	1.5	2.0	2.0	11.25	16.90	0.00	0.95	
TRAFFIC SAFETY WORKER	All	HWY		36.75	38.35	1.5	1.5	2.0	2.0	7.95	8.20	0.00	0.75	
TRUCK DRIVER	All	ALL	1	40.70	41.25	1.5	1.5	2.0	2.0	9.90	10.64	0.00	0.15	
TRUCK DRIVER	All	ALL	2	40.85	41.25	1.5	1.5	2.0	2.0	9.90	10.64	0.00	0.15	
TRUCK DRIVER	All	ALL	3	41.05	41.25	1.5	1.5	2.0	2.0	9.90	10.64	0.00	0.15	
TRUCK DRIVER	All	ALL	4	41.25	41.25	1.5	1.5	2.0	2.0	9.90	10.64	0.00	0.15	
TUCKPOINTER	All	BLD		47.25	48.25	1.5	1.5	2.0	2.0	8.59	19.48	0.00	0.94	

**Legend**

**Rg** Region

**Type** Trade Type - All,Highway,Building,Floating,Oil & Chip,Rivers

## SPECIFICATIONS

The work described in the specifications shall consist of the provision of all material, equipment, and labor necessary to apply emulsified coal tar pitch pavement sealer to pavement at all locations described herein. This practice covers the application of mineral-colloid-stabilized emulsified coal tar pitch pavement sealer. This application serves as weather protection, beautification of surface, and aliphatic-solvent resistant sealer for bituminous pavements.

### References

Federal Specification RP-355e, ASTM Specification D-3320, ASTM Specification D-490, ASTM Specification D-3423

### Materials

Emulsified coal tar pitch pavement sealer, SAKRETE (TM) or equal, will conform to the following:

- 1) Federal Specification RP-355e
- 2) The tar pitch prior to emulsification shall conform to ASTM D-490, grade RT-12. The pitch shall be derived from high temperature coal tar pitch. Oil and water gas tars shall not be used.
- 3) The emulsion shall be produced using a colloid mill to insure homogeneity and appropriate size of the particles in suspension. The emulsion shall not be manufactured under a process using bentonite, china, or kaolin clays. Only ball clays will be acceptable.
- 4) The contractor and/or his supplier will provide a certification with each bulk emulsion delivery indicating compliance with the above requirements. Further, the certificate will indicate the non-volatiles (solids) content and ash content of that particular transport lot as determined by results of tests performed on the material loaded. All such certifications shall be subject to verification by testing samples of the emulsion received for use on the project. Costs of verification testing will be borne by the Project Manages.
- 5) Water used as diluent shall be potable and free of excessive minerals and contaminants.
- 6) Sand will be washed and graded silica sand, free of all contaminants, and conforming to the following graduation:

<u>Sieve Size</u>	<u>% Passing</u>
#16	100
#20	85 to 100
#40	0 to 20
#100	0 to 50

Latex additive compounds, Tarmax R-100 (TM) or equal, shall conform to the following general specifications:

1. Polymer types: (Acrylonitrile or styrene) to butadiene.
2. Monomer ration: 50/70 to 50/30
3. Solids content: 40% minimum
4. Approximate particle size: 300-1500 units
5. Mechanical stability: excellent
6. Acid salt ion tolerance: excellent
7. Silicone content: 3% based on polymer content
8. The additive must mix homogeneously and be completely compatible with the coal tar emulsion, water, and sand system.

### Equipment

- a) All tools and equipment necessary to perform the contract in accordance with the specified terms and conditions, such as brushes, hand squeegees, pumps and hose equipment, storage tanks, mixing tanks, water distributors, power sweepers, blowers, barricades and applicator equipment shall be provided as required by the contractor. All methods employed in performing the work and all equipment necessary for executing any part of the work shall be subject to approval by the Project Manager before work is started, and whenever found unsatisfactory will be changed or improved. All equipment will be kept clean and in working condition.
- b) Pressure distributors used on the job will have mechanical mixing devices incorporated in their construction to assure homogenous mixing of the emulsion and required additives. The plumbing distribution system must be adequate to apply a uniform coating at the specified rates of application.
- c) Conventional riding applicator equipment used on the job will have two or more devices such as squeegees and/or drag broom assemblies to assure even distribution of the tar emulsion and required additives.
- d) Mixing or agitating equipment may be either portable powered or a tank-type power mixer. In any case, mixers shall be of sufficient capacity to assure homogeneous mixing of the emulsion and required additives, and to maintain complete suspension of mineral content until the emulsion system is applied to the pavement.

### Preparation of Surfaces

- a) The total linear feet of pavement cracks to be filled with hot crack filler is limited to the allowance found on the bid form. Bidders shall provide a cost based on the linear foot allowance. Pavement cracks between ¼" – ½" wide shall be cleared of debris and filled with hot crack filler. The Bolingbrook Park District reserves the right to increase or reduce the amount of crack filling and shall use the unit cost provided by the bidder.
- b) Areas that have been subjected to fuel and oil spillage, that is not permanently damaged or softened, shall be wire brushed or scraped to remove any excess dirt and grease accumulations. Solvents shall not be used for cleaning. The area shall then be primed with acrylic copolymer latex such as Spot-X (TM) to provide proper bonding on the seal coat.
- c) Old traffic control lines may be blackened with gilsonite asphalt, black epoxy, or black acrylic coatings. Excessive build up lines should be abraded before tar emulsion coats are applied.
- d) Immediately before application of sealer, clean the surface of all loose dust, dirt, leaves, and any other foreign materials by sweeping, blowing, or flushing with water, or any combination of the three.

### Preparation of the Tar Emulsion System

- a) Recommend coal tar emulsion mixtures as follows:

	<b>Water gal/gal</b>	<b>Sand lbs./gal</b>	<b>Rubber gal/gal</b>
Emulsion	.30-.40		
Latex added Emulsion	.30-.50		.02-.04
Sand Slurry	.30-.50	4-6	
Latex added Sand Slurry	.40-.60	4-6	.02-.05

Note: These water dilution ratios are volumetric and are based on receiving S-250, commercial grade coal tar emulsion.

- b) Latex additives: The latex additive will be added at the specified rate as

indicated in the job mix formula  $\pm 0.25\%$ . Undiluted latex will first be diluted with an equal amount of water and added slowly to the emulsion prior to the addition of any sand. Latex will be added while the mixer is in operation to assure uniform dispersion and no coagulation of the latex. Diluent water added to the latex will be considered part of the diluent water required in paragraph A.

- c) Aggregate shall be added at a slow uniform rate, after the mix water and any required latex additives have been dispersed into the tar emulsion. Again, the mixer will be in operation during the addition of the sand to assure uniform dispersion and to prevent over-loading of the mixing device. Additional amounts of water may be added if necessary should the tar system become too thick to assist in uniform application. Additional water will be added only after the Project Manager has been notified and additions will not exceed those amounts expressly stipulated by the Project Manager.
- d) Slow mixing shall be continuous from the time all materials are placed into the mixer until the slurry is applied by distributor truck or poured into the spreading equipment. During the entire mixing process, no breaking, segregating, or hardening of the emulsion nor balling, lumping, or swelling of the aggregate shall be permitted. The slurry shall be applied at a uniform rate to provide the desired amount. A sufficient amount of slurry shall be fed in the spreader box to keep a full supply against the full width of the squeegee, so that complete coverage of all surfaces voids and cracks is obtained.

### Application

- A. First Coat:
  - 1) Application may be made by hand brushes, squeegees, or mechanical applicators. Coverage will depend on texture, porosity, and condition of the surface. A reasonable planning figure is roughly 100 square feet to the gallon.
  - 2) Allow sealer to dry thoroughly before opening to traffic or applying a second coat. Drying times vary with weather conditions, but at least 6 to 24 hours is normally needed before applying a second coat. Sheltered or shady areas may need more time.
- B. Second Coat (two coats are required in all locations):
  - 1) The surface for a second coat does not normally need to be dampened.
  - 2) The second coat shall be applied at right angles to the first coat.
  - 3) Allow the second coat to thoroughly dry (24 to 48 hours, if possible, under optimum conditions) before opening to traffic.
- C. Job Formula:
  - 1) A prime coat of tar emulsion with 4 pounds of sand per gallon and 3 percent latex additive will be applied at a rate of 0.10 to 0.12 gallons per square yard in the travel lanes and turning radii.
  - 2) Finish coat will be tar emulsion with 4 pounds of sand per gallon and 3 percent latex additive, rate 0.08 to 0.12 gal/sq. yd.
- D. Sealer will not be applied unless the air temperature is 50° F and rising and pavement temperature is 50° F and rising. Work will be completed so that there is a minimum of two hours of sunlight remaining after completing the day's work. Sealer will not be applied under rainy or wet conditions such as an overcast day with high humidity. When extremely hot conditions prevail, the contractor or the Project Manager may require the use of a water fog coat to cool the pavement to assist in obtaining a uniform coating and good bond. UNDER NO CIRCUMSTANCES will work be performed under cold and/or wet conditions, nor will any tar emulsions be used that has been subject to freezing weather. Temperatures should not go below 50° F in any of the 24 hours following application.

- E. The mixture shall be permitted to dry for a minimum of 24 hours after the final application before opening to traffic and shall be sufficiently cured to drive over without damage to the seal coat.
- F. Upon completion of the work, the seal coat shall have no pin holes, bare spots, or cracks through which liquids or foreign matter could penetrate to the underlying pavement. The finished surface shall present a uniform texture.

**Parking Lot Striping**

- A. Striping will be done with chlorinated rubber traffic paint (Glidden or equal). No striping will commence until the seal coat to be striped has cured for at least 24 hours. Striping shall be 4" wide, neatly sprayed with no over spray permitted. Handicapped accessible parking spaces shall conform to IDOT and ADA standards. Follow existing striping and pavement markings.
- B. All painted curbs that have been previously painted.
- C. Stop bars shall be painted on pathways and roads to match existing.
- D. Striping color shall match the existing color as visible prior to seal coat application. This includes the blue striping at the handicapped spaces.

**Pickleball Court Striping (Central Park)**

- A. Striping will be done with chlorinate rubber traffic paint (Glidden or equal). Striping shall be 2" wide in yellow paint color, neatly sprayed with no over spray permitted.
- B. Striping dimensions must meet specs of pickleball courts as designated in attached specs.

**Base Bid Park Locations & Areas (see attached maps)**

1. Bolingbrook Recreation & Aquatic Complex Parking Lot (200 Lindsey Lane)
2. Volunteer Park (200 Lindsey Lane) – Pathways
3. Poplar Park (870 Poplar Lane) – Pathways
4. Indian Chase Meadows Park (535 Pheasant Chase Drive) – Pathways
5. Central Park (201 Recreation Drive) – Sport Court Lines

The following pages identify the locations of asphalt pavement to be treated and serve as guides for pavement markings. The bidder is responsible to visit properties to determine measurements of work and material and labor quantities.







Legend

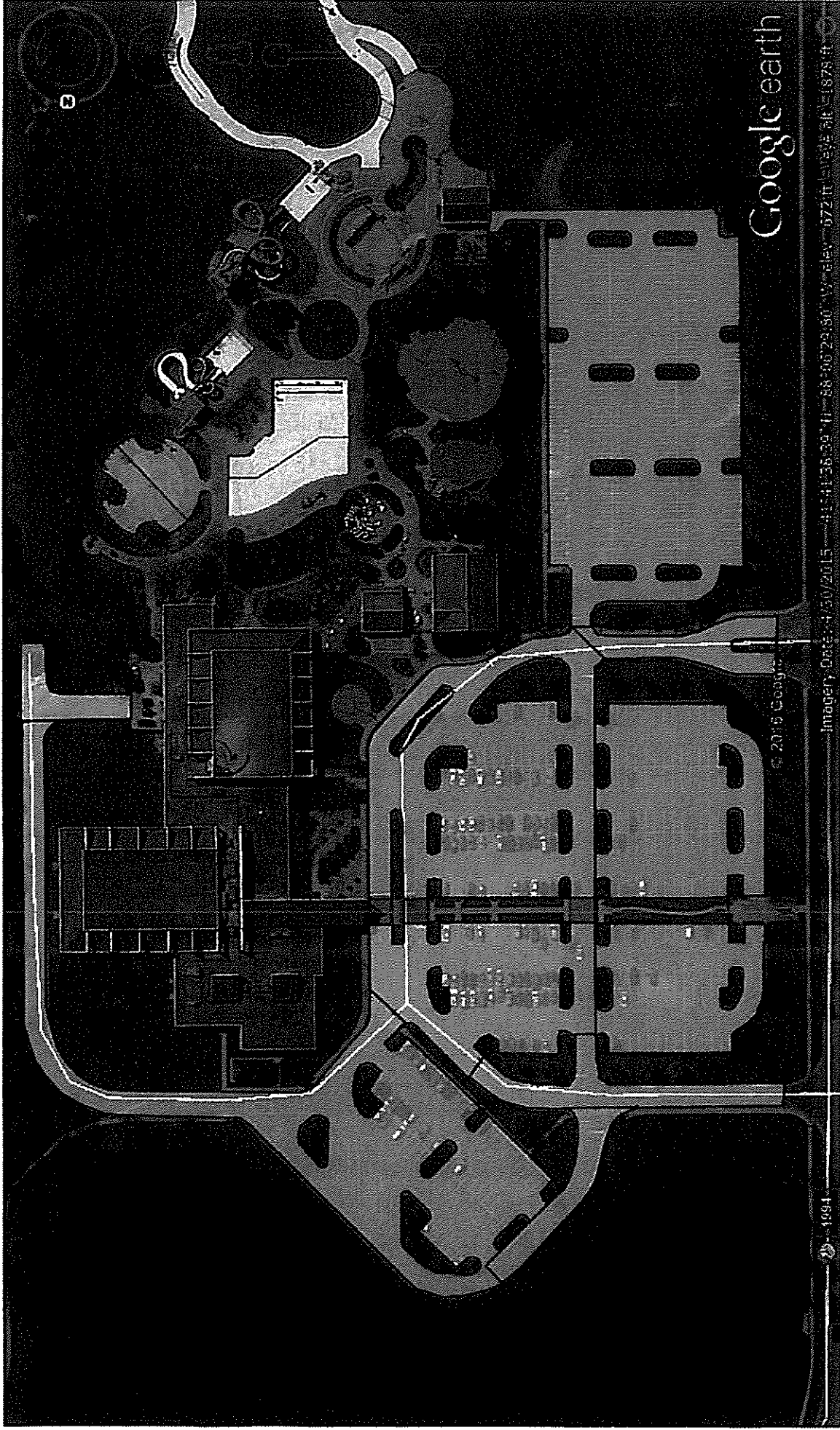


500ft

**Bolingbrook Recreation & Aquatic Complex**  
200 Lindsey Lane  
Bolingbrook, IL 60440

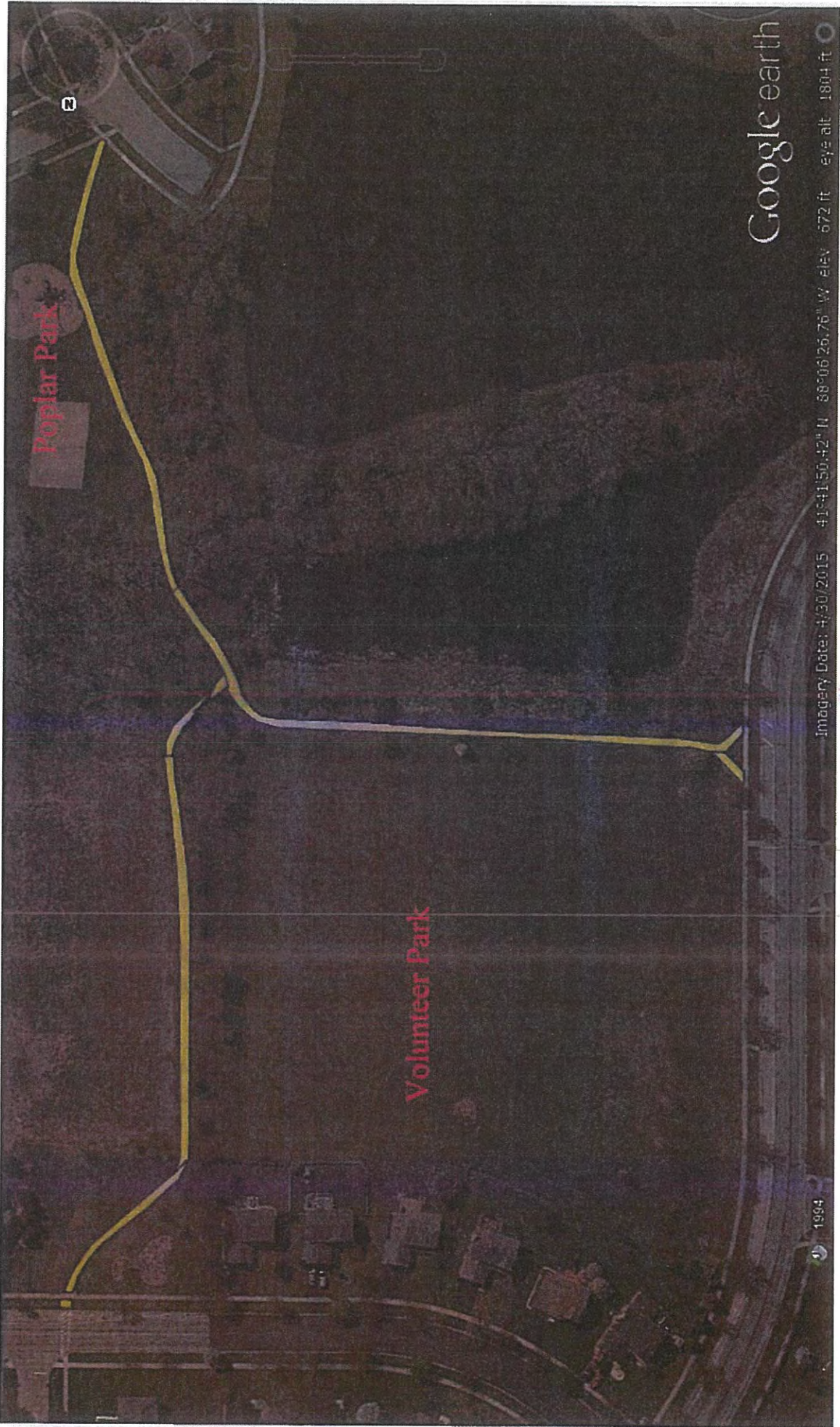
Google Earth





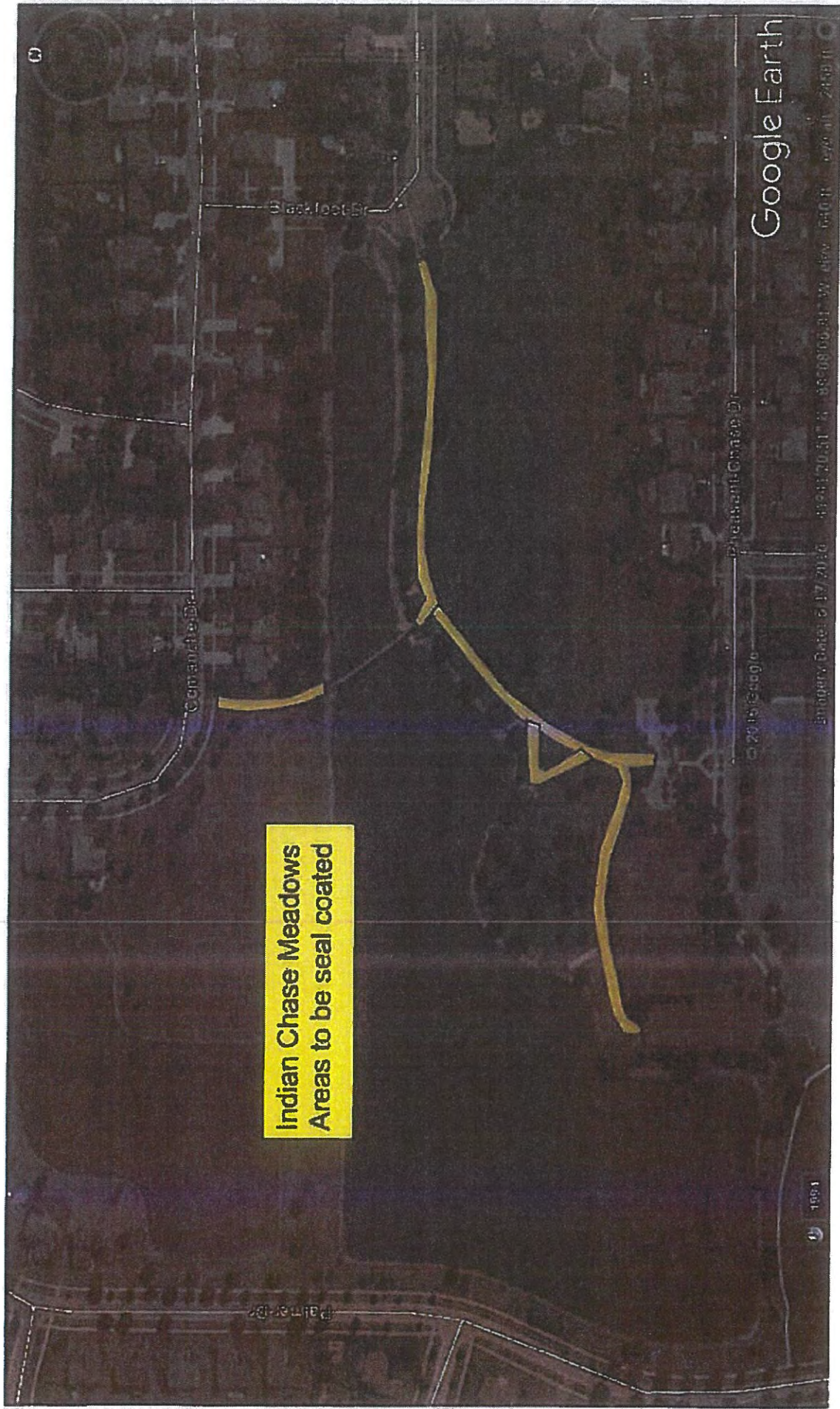
**Volunteer Park (Bolingbrook Recreation & Aquatic Complex) - Apply Seal Coating & Pavement Markings to Driveways & Parking Lots (as existing - including curb paints)**





Volunteer Park / Poplar Park - Apply Seal Coating to Pathways





Indian Chase Meadows  
Areas to be seal coated

# 525 Pleasant Chase Drive





Legend

### Central Park Pickleball

Stripe three (3) pickleball courts as indicated below

Google Earth

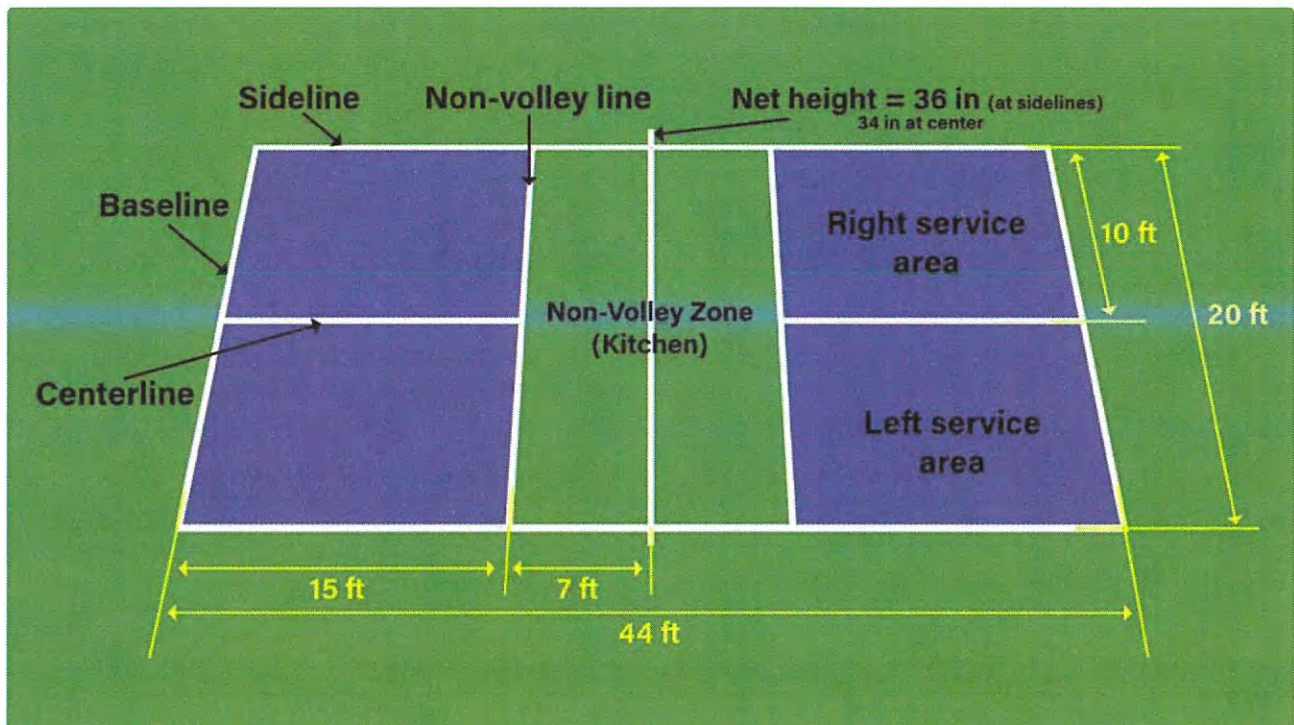




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# Pickleball Court Dimensions Diagram

Posted on December 20, 2019



Pickleball courts are rectangular areas with various lines sectioning them off into different parts. They can be indoor or outdoor and are very similar to courts used for tennis and badminton. Understanding the setup of a pickleball court is critical to understanding the rules of the game. Let's get started.

## History of Pickleball



Pickleball is a fairly new sport, invented in 1965 by three American dads – Joel Pritchard, Bill Bell, and Barney McCallum. In 1976, the first known pickleball tournament was held. After that, the sport took off.

It has since evolved and spread to Canada and many European and Asian countries. By 1990, **pickleball was played in all 50 states** and was even introduced to the Arizona Senior Olympics in 2001. The sport continues to grow.

Inspired by badminton, pickleball pulls ideas from both badminton and tennis. Essential equipment includes a **pickleball net**, court, **paddles**, and a **ball**.

Also read: **[The History of Pickleball](#)**.

## Pickleball Court Diagram

As mentioned previously, pickleball was hugely inspired by badminton. Because of this, a pickleball court is the same size as a doubles badminton court. Pickleball court dimensions are 20 x 44 feet. Unlike tennis, pickleball uses the same court size for both singles and doubles play.

The layout of the court is broken down into 3 main parts. The first area is a non-volley zone, which includes the space from the non-volley line (located 7 feet from the net) to the net. In pickleball, this area is often referred to as the “Kitchen”.

Then, there are the service areas. The left service area consists of the left half of the court behind the non-volley line, and the right service area consists of the right half of the court behind the non-volley line. These areas are 10 feet by 15 feet.

Thanks to its similarity to other pre-existing sports, courts can not only be constructed specifically for pickleball but also may be converted from pre-existing tennis or badminton courts.

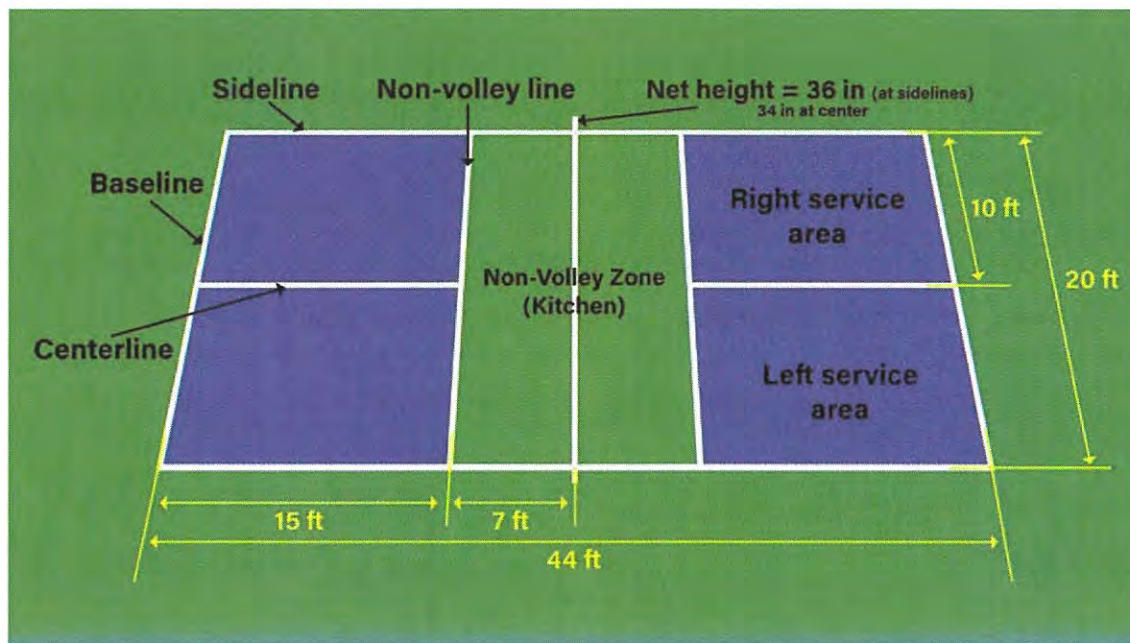
Pickleball lines like sidelines, baselines, and centerlines help visibly divide the court into its 3 main sections. The net divides it horizontally in half and each half is identical.





The height of a pickleball net is 36 inches at the furthest sidelines and drops to 34 inches at the center of the court. Overall net size is 20 feet by 3 feet, though it does lose height at the center.

Check out this pickleball court diagram:



## Surface Specifications

Professional grade pickleball courts are coated with AcrylotexPB, a surface product applied by a contractor. The cool thing about pickleball, though, is that there is a do-it-yourself option! Using a **3/4" nap roller**, DIY Pickleball court coating can be applied without a professional. The USAPA recommends PicklePave coating from California Sports Surfaces. This option is a textured acrylic coating made for asphalt and concrete. It is essentially the DIY version of AcrylotexPB. Pickleball court surfaces are similar to outdoor tennis and basketball courts. They're textured with non-aggressive silica sand that prevents slipping.

## Line Rules

Pickleball lines are



2 inches in width and white in color, to contrast with the color of the court. If the ball lands even partially on an exterior line, the ball is in. The point of contact, or the spot on the ball touching the ground, determines the call.



For instance, if the ball has a point of contact beyond the line, but the ball's diameter causes the raised part of the ball to hover over the line, the ball is still out.

The dimensions of the court include dimensions of the lines. Earlier, we talked about the size of a pickleball court, which is 20 feet by 44 feet. These measurements are inclusive of lines. The 2-inch width of the lines is including as part of that overall measurement.

The net splits the 44-foot-long court into two sides. The two baselines on a court are parallel to the net and farthest from it. Sidelines are perpendicular to the net on each side of the court.

The non-volley line is located on both sides of the court, 7 feet from the net. There is also a centerline on each side, which bisects the area between the non-volley line and the baseline, resulting in two service areas.

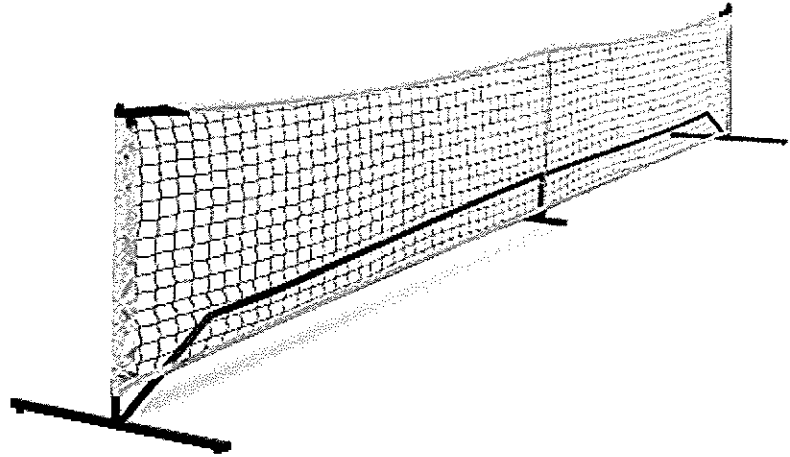
## The Net

The net should be at least 20 feet long. It is made of



mesh. The mesh size should be small enough to prevent the ball from passing through the spaces.

The net should also be 36 inches high. It will be only 34 inches high at the center of the court because of the center strap.



The adjustable center strap is placed at the center of the net to stabilize the net and prevent it from sagging. Some pickleball courts do not use a center strap, but will naturally be a little lower towards the center of the court.

Net posts should be placed about 12 inches past the sidelines. The net will be attached to these posts via a cord or cable that runs through the 2-inch white binding located across the top of the net.

## Additional Outdoor Court Specifications

Outdoor courts, in particular, have additional factors to consider.

First, the orientation of the courts is important to avoid players having to look into the sun. Because the sun moves from east to west during the day, using a north-south orientation of the court will help ensure that the sun is not always in both players' eyes.

In addition, fencing is important to contain the ball in the playing area. Wire type fencing is often used because it is affordable and allows people to look through it.

Lastly, windbreaks may be attached to the fencing. These reduce the effects of wind on the ball. The mesh is very small but frequent enough to still allow a viewer to see



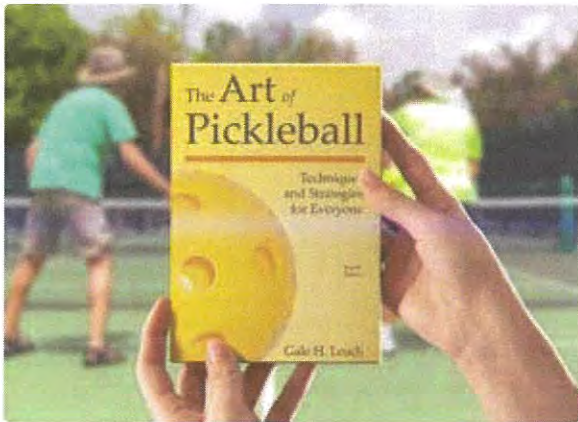
through them to some extent.

Each court uses these specifications to keep pickleball fair and consistent. Keep these dimensions and details in mind if you're looking to create your very own DIY pickleball court. Happy playing!

### Share This



### Also Read



#### 7 Must-Read Pickleball Books to Improve Your Game Drastically



#### The Ultimate Guide to Pickleball Serving



**CONTRACTORS BID  
SEAL COATING ASPHALT PAVEMENT 2021**

Name of Bidder: Pavement Systems Inc  
Address: 13820 S California Ave Blue Island IL 60406  
Phone: 708.396-8888 Fax: 708.396-8893  
Email: kylea@pavementsystems.com

Having examined the Contract Documents and having thoroughly examined the site and pertinent areas adjacent thereto, acknowledging the same to be accurate and complete insofar as pertinent details are concerned, we the undersigned agree to furnish all labor, materials, equipment, tools and services or whatever else is required for construction of the project in accordance with the Contract Documents, within the time set forth therein and at the prices included herewith.

The Bidder acknowledges receipt of the following Addenda, which are part of the Contract Documents: Numbers 1, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

The undersigned agrees to execute a Contract for this work and present the same to the Owner within five (5) days after the date of written notice of the award of the Contract to him. The undersigned further agrees that he will commence work not later than ten (10) days after written notice to proceed and execution and approval of the Contract and the Contract Bond(s) unless otherwise provided, and will diligently prosecute the work in such a manner and with such materials, equipment, and labor as will insure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the Contract.

Accompanying this bid is a bid security complying with the requirements of the Contract Documents, for ten percent (10%) of the total base bid price. The amount of the bid security is:

\$ 2,834.30  
\_\_\_\_\_  
(Contractor to fill in Amount)

If this Bid is accepted and the undersigned fails to execute a Contract as required herein, it is hereby agreed that the amount of the check or draft shall become the property of the Owner and shall be considered as payment of damages due to delay of said Contract. In submitting this Bid, it is understood that the right is reserved by the Owner to reject any and all Bids and it is agreed that this Bid may not be withdrawn during the period of days provided in the Contract Documents.

The Bidder agrees to perform all the work described in the Contract Documents for the following price. (All substitutions or deviations from the specifications must be noted and attached to this bid document).

Total Base Bid \$ 28,343.00

Amount In Writing Twenty eight thousand, three hundred forty three  $\frac{00}{100}$

Bidders/Contractors shall complete the below bid summaries and additional unit costs. Failure to comply shall cause bid to be rejected.

**Summary of Base Bid**

<u>Location</u>	<u>Area in S.F</u>	<u>Bid Amount (\$)</u>
Bolingbrook Recreation & Aquatic Complex	<u>248,635</u>	<u>\$ 23,018-</u>
Volunteer Park	<u>9,150</u>	<u>\$ 915-</u>
Poplar Park	<u>4,167</u>	<u>\$ 500-</u>
Indian Chase Meadows Park	<u>17,076</u>	<u>\$ 1,708-</u>
Central Park Sport Courts	<u>654 LF</u>	<u>\$ 327-</u>
Allowance for Crack Filler	<u>7,500 linear feet</u>	<u>\$ 1,875-</u>
<b>Total Base Bid</b>		<b><u>\$ 28,343-</u></b>

**Unit Costs**

Cost per square foot for additional sealer applied to pathways 0.12 /SF

Cost per square foot for additional sealer applied to parking lots/ drives 0.08 /SF

Cost per linear foot for additional or reduction of crack filler 0.30 /LF

Cost per linear foot for additional pavement markings 0.50 /LF

Cost per linear foot for additional sport court markings 1.00 /LF

Deviations from specifications (please use additional paper if necessary).



Bidder hereby certifies:

- a. That this Bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
- b. That he has not directly or indirectly induced or solicited any other Bidder to put in a false or sham Bid.
- c. That he has not solicited or induced any person, firm, or corporation to refrain from Bidding.
- d. That he has not sought by collusion or otherwise to obtain for himself any advantage over any other Bidder or over the Owner.
- e. That all contractors and subcontractors rendering services under this contract shall comply with all provisions of the Illinois prevailing Wage Act to the extent applicable, 820 ILCS 130/.01 et seq. and as amended January 1, 2010.
- f. That his is not barred from Bidding for this Contract as a result of the violation of Section 33E-3 or Section 33E-4 of the Illinois Criminal Code of 1961 (Ill. Rev. Stat. ch. 38, Paragraph 33E-1 et. seq.).
- g. That he shall comply with provisions of the Veterans Preference Act (Ill. Rev. Stat. ch. 126.5, Paragraph 23).
- h. That he shall comply with the Employment of Illinois on Public Works Act.
- i. That he shall comply with the Illinois Human Rights Act and the rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, et seq.

FIRM NAME:

Pavement Systems Inc (SEAL)

ADDRESS:

13820 S California Ave Blue Island IL  
60406

SIGNED BY:

[Signature] 2/25/21  
(Signature and Date)

James J Hard  
(Printed Name)

President  
(Title)

ATTEST:

[Signature]  
(Secretary)

Subscribed and Sworn to me before this 25 day of February, 2021

[Signature]  
(Notary Public)



**BOLINGBROOK PARK DISTRICT  
CONTRACTOR'S CERTIFICATION**

- (1) Pursuant to P.A. 85-1295 (720 ILCS 5/33E-1 *et seq.*) the undersigned contractor hereby certifies to the Bolingbrook Park District that the contractor is not barred from bidding on the contract as a result of violation of either Section 33 E-3 or 33-4 or that Act.
- (2) The contractor further certifies that the contractor is not delinquent in the payment of any tax administered by the Illinois Department of Revenue or,
- a) is contesting such liability or the amount of tax in accordance with procedures established by the appropriate revenue act, or
  - b) has entered into an agreement with the Department of Revenue for payment of all taxes due and is in compliance with that Agreement.

Dated: 2/25/21

Pavement Systems Inc  
(Company)

13820 S California Ave  
(Mailing Address)

Blue Island IL 60406

708.396.8888  
(Area Code) (Phone Number)

[Signature] President  
Primary Contract (Signature), Title

**BOLINGBROOK PARK DISTRICT  
ANTI-COLLUSION AFFIDAVIT OF COMPLIANCE**

James J Land, being

first and duly sworn, deposes and says:

That he is President of  
Pavement Systems Inc  
(Partner, Officer, Owner, etc.)  
[Signature]  
(Contractor)

The party making the foregoing proposal or bid, that such bid or proposal is genuine and not collusive, or sham: that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any contractor or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element or said bid, or that of any other contractor, or to secure any advantages against any other or any person interested in the proposed contract.

James J Land  
(Name of Contractor, if Contractor is an Individual)  
(Name of Partner, if Partner is a Partnership)  
(Name of Officer, if Contractor is a Corporation)

[Signature]

The above statements must be subscribed and sworn to before a notary public.  
Subscribed and sworn to

This 25 day of February, 2021.

By \_\_\_\_\_

[Signature]  
(Notary Public)






**BOLINGBROOK PARK DISTRICT  
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Bolingbrook Park District, its officials, agents and employees against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in anywise accrue against the Bolingbrook Park District, its officials, agents and employees, arising in whole or in part of in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in anywise result in therefore, except that arising out of the sole legal cause of the Bolingbrook Park District, its agents or employees, the Contractor shall, at its own expense, appear, defend and pay all charges of attorneys and all cost and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Bolingbrook Park District, its officials, agents and employees, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same.

Contractor expresses, understands and agrees that any performance bond or insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Bolingbrook Park District, its officials, agents and employees as herein provided.

The Contractor further agrees that to the extent that money is due the Contractor, by virtue of this contract as shall be considered necessary in the judgment of the Bolingbrook Park District may be retained by the Park District to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that extent shall have been furnished to the satisfaction of the Bolingbrook Park District.

CONTRACTOR:

  
\_\_\_\_\_  
President

ATTEST:

  
\_\_\_\_\_

(Notary Public)



**STATEMENT OF EXPERIENCE**

List four seal coating projects in similar size and scope of work your organization has completed in the last year.

1. Company Name:

Contact Person:

Phone:

Project Description:

Date of Completion:

*See Attached*

2. Company Name:

Contact Person:

Phone:

Project Description:

Date of Completion:

3. Company Name:

Contact Person:

Phone:

Project Description:

Date of Completion:

4. Company Name:

Contact Person:

Phone:

Project Description:

Date of Completion:



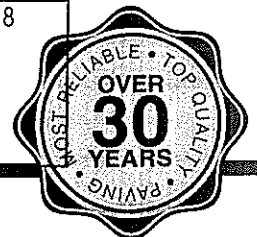
# PAVEMENT

# SYSTEMS INC.

13820 S. California Avenue • Blue Island, IL 60406  
(708) 396-8888 • Fax (708) 396-8893  
[www.PavementSystems.com](http://www.PavementSystems.com)

## PROJECT REFERENCES FORM

Project Name Address	Architect / Owner Contact Name / Title / Phone Number	Contract Amount	Date Completed
Indian Prairie SD 204 Wheatland ES Hardscape Improvements 3003 W 103rd St Naperville IL 60504 630-375-3073	STR/SEG N89 W 16785 Appleton Ave Suite 201 Monomonee Falls WE 53551 Rich Talkowski 262-253-4700	\$271,960.00	07/30/19
William Rainey Harper College 1200 W Algonquin Rd Palatine IL 60067	Erickson Engineering Assoc LTD 145 Commerce Dr Grayslake IL 60030 Aarib Bruder 847-223-4804	\$341,131.79	11/09/19
SD 160 Southwood School 18635 S Lee Street Country Club Hills IL	Planera Architects 18225 Morris Ave Homewood IL 60430 Mario Planera 708-747-3600	\$495,804.00	08/13/19
Our Lady of Fatima 2751 W 38th Pl Chicago IL Monica Rodriguez 773-927-2423	Archdiocese of Chicago PO Box 1979 Chicago IL 60690-1979 Michael Gorski 312-909-3573	\$162,657.00	10/10/19
School District 227 Rich Central HS 3600 203rd St Olympia Fields IL 60461	School District 227 3600 203rd St Olympia Fields IL 60461 Kevin Baffoe 708-679-6120	\$48,941.00	04/26/19
Lyons School District 103 Edison School Playground 4100 Joliet Ave Lyons IL 60534	zpda LLC 67 E Madison Street Chicago IL 60603 Anthony Zahner 312-332-9660	\$146,212.62	08/19/19
SD 160 Meadowview School 4701 W 180th Street Country Club Hills IL	Planera Architects 18225 Morris Ave Homewood IL 60430 Mario Planera 708-747-3600	\$97,855.60	08/15/18
SD 160 Mohawk School 301 Mohawk St Park Forest IL 60430	Planera Architects 18225 Morris Ave Homewood IL 60430 Mario Planera 708-747-3600	\$162,037.75	11/16/18
Elmhurst College Parking Lot Renovation 190 Prospect Ave Elmhurst IL 60126	Elmhurst College 190 Prospect Ave Elmhurst IL 60126 Paul Hack 630-617-6145	205,571.00	08/11/18



YOUR MOST RELIABLE SOURCE FOR TOP QUALITY PAVING AND PAVEMENT MAINTENANCE

## SUBCONTRACTORS

The following list includes all subcontractors who will perform work representing five percent or more of the total base bid. The Bidder represents that the subcontractors are qualified to perform the work required.

Category/Trade	Subcontractor Name	Address
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

**SUBSTANCE ABUSE PREVENTION PROGRAM**

Pursuant to Public Act 95-0635, the undersigned hereby certifies that it is in compliance with the terms and provisions of the Substance Abuse Prevention on Public Works Act. In particular, the undersigned hereby represents and warrants to the Bolingbrook Park District as follows:

**[Complete either A or B below]**

A. The undersigned representative of the Contractor/Subcontractor certifies that the contracting entity has signed collective bargaining agreements that are in effect for all of its employees, and that deal with the subject matter of Public Act 95-0635.

Pavement Systems Inc  
Contractor/Subcontractor

James J Land  
Name of Authorized Representative (type or print)

President  
Title of Authorized Representative (type or print)

Date: 2/25/21

[Signature]  
Signature of Authorized Representative

B. The undersigned representative of the Contractor/Subcontractor certifies that the contracting entity has in place for all of its employees not covered by a collective bargaining agreement that deals with the subject of the Act, the attached substance abuse prevention program that meets or exceeds the requirement of Public Act 95-0635 **[attach a copy of the program]**.

\_\_\_\_\_  
Contractor/Subcontractor

\_\_\_\_\_  
Name of Authorized Representative (type or print)

\_\_\_\_\_  
Title of Authorized Representative (type or print)

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

\_\_\_\_\_  
Signature of Authorized Representative

## CONTRACTOR'S DRUG-FREE WORKPLACE CERTIFICATION

Pursuant to Ill.Rev.Stat. ch. 127 Para. 132.311 et. seq. ("Drug-Free Workplace Act), the undersigned contractor hereby certifies to the contracting agency that it will provide a drug-free workplace by:

- (a) Publishing a statement:
  - (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
  - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
  - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
    - (A) Abide by the terms of the statement; and
    - (B) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's or contractor's policy of maintaining a drug free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance program; and
  - (4) The penalties that may be imposed upon employees for drug violations.
- (c) Making it a requirement to give a copy of the statement required by subsection (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

**DRUG FREE WORKPLACE CERTIFICATION**  
**PAGE TWO**

(d) Notifying the contracting agency within 10 day after receiving notice under part (B) of paragraph (3) of subsection (a) from an employee or otherwise receiving actual notice of such conviction.

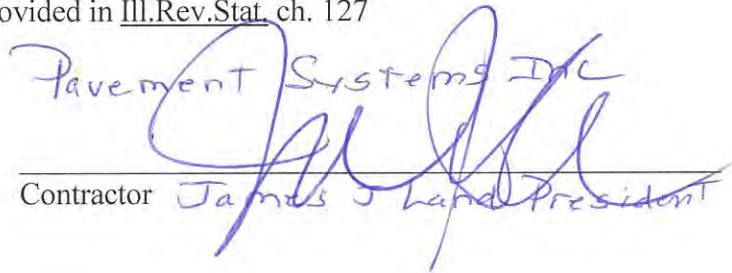
(e) Imposing a sanction on or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by Ill.Rev. Stat. ch. 127 Para. 132.315.

(f) Assisting employees in selecting a course of action in the event drug counseling treatment, and rehabilitation is required and indicating that a trained referral team is in place.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of this Section.

Failure to abide by this certification shall subject the

Contractor to the penalties provided in Ill.Rev.Stat. ch. 127  
Para. 132.316.

Pavement Systems Inc  
  
Contractor James J Land President

ATTEST:

  
\_\_\_\_\_  
DATE: 2/25/2021

**Bolingbrook Park District  
Prevailing Wage Act  
Contractor/Subcontractor Requirements**

The Illinois Prevailing Wage Act, 820 ILCS 130/.01 *et seq.* (“the Act”) required contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the “prevailing rate of wages” (hourly cash wages plus fringe benefits) in the county where the work is performed. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor’s website at:

<http://www.state.il.us/agency/idol/rates/rates.HTM>

All contractors and subcontractors rendering services under this contract shall comply with all requirements of the Act to the extent applicable, *including but not limited to*, all wage, notice and record keeping duties.

I hereby agree to adhere to all requirements of the State of Illinois Prevailing Wage Act including changes to the Act in Public Acts 96-0185 and 96-0437 effective January 1, 2010.

Contractor: Pavement Systems Inc Date: 7/25/21

Contractor Representative Signature: \_\_\_\_\_

Printed Name: James J Land / President



EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS ACT CERTIFICATION

James J Hand, being

first and duly sworn, deposes and says:

That he is President of  
Pavement Systems Inc  
(Partner, Officer, Owner, etc.)

\_\_\_\_\_  
(Contractor)

The undersigned hereby agrees that, to the extent required by the Employment of Illinois Workers on Public Works Act (30 ILCS 570/1 et seq.), as now existing or hereafter amended, the undersigned shall comply with the Illinois labor employment requirements as set forth in the Act.

James J Hand  
(Name of Contractor, if Contractor is an Individual)  
(Name of Partner, if Partner is a Partnership)  
(Name of Officer, if Contractor is a Corporation)

The above statements must be subscribed and sworn to before a notary public.  
Subscribed and sworn to

This 25 day of February, 2021

By [Signature]

[Signature]  
(Notary Public)



**BOLINGBROOK PARK DISTRICT  
FAIR EMPLOYMENT PRACTICES  
AFFIDAVIT OF COMPLIANCE**

NOTE: THIS AFFIDAVIT MUST BE EXECUTED AND SUBMITTED WITH THE SIGNED CONTRACT FORM. NO CONTRACTS WILL BE ACCEPTED BY THE BOARD OF COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT UNLESS SAID AFFADIVIT IS SUBMITTED CONCURRENTLY WITH THE CONTRACT.

James I Land

(Name)

being first duly sworn, deposes and says that he/she is the

President

(Title)

of Pavement Systems Inc

(Name of Company)

and that he/she has the authority to make the following affidavit, that he/she has knowledge of the Bolingbrook Park District Bid Specifications and Documents and Ordinances relating to Fair Employment Practices and knows and understands the contents thereof: that he/she certifies hereby that it is the policy of

Pavement Systems Inc

(Name of Company)

to comply with the Equal Employment Opportunity requirements in 44 Illinois Administrative Code Section 750 *et seq.*

**Section I.** This EQUAL EMPLOYMENT OPPORTUNITY CLAUSE is required by the Illinois Human Rights Act and the Rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, *et seq.*

**Section II.** In the event of the Contractor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Human Right Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights (hereinafter referred to as the Department) the Contractor may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

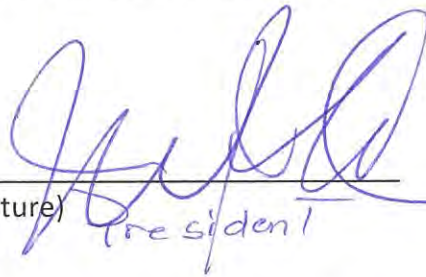


During the performance of this Agreement, the Contractor agrees:

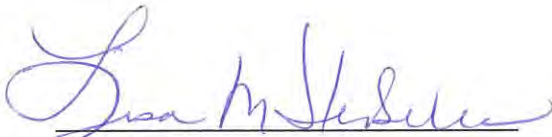
- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service; and, further, that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate action to rectify any underutilization.
- B. That, if it hires additional employee in order to perform this Agreement, or any portion hereof, it will determine the availability (in accordance with the Department's Rules and Regulations for Public Contracts) of minorities and women in the area from which it may reasonably recruit and it will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.
- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and Department's Rules and Regulations for Public Contract.
- E. That it will submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.
- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.

G. That it will include verbatim or by reference the provisions of this Equal Employment Opportunity Clause in every subcontract it awards under which any portion of this Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this Agreement, the Contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**Section III.** For the purposes of subsection G of Section II, "subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Contractor and any person under which any portion of the Contractor's obligations under one or more public contracts is performed, undertaken or assumed; the term "subcontract", however, shall not include any agreement, arrangement or understanding in which the parties stand in the relationship of an employer and an employee, or between a Contractor or other organization and its customers.

  
\_\_\_\_\_  
(Signature) President

SUBSCRIBED and sworn to before me this 25 day of February, 2021

  
\_\_\_\_\_  
(Notary Public)

#171277



## PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That \_\_\_\_\_

as Principal, hereinafter called Contractor, and \_\_\_\_\_  
as Surety, hereinafter call Surety, are held and firmly bound unto the Bolingbrook Park District as Oblige, hereinafter call Owner, in the amount of \_\_\_\_\_ (Dollars)  
(\$ \_\_\_\_\_ (One hundred Percent of the Contract Price) for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by a written agreement dated the \_\_\_\_ day of \_\_\_\_\_, 2021 entered into a contract with Owner for:

### **BOLINGBROOK PARK DISTRICT SEAL COATING ASPHALT PAVEMENT 2021**

In accordance with Contract Documents prepared by:

Bolingbrook Park District  
201 Recreation Drive  
Bolingbrook, Illinois 60440

which contract is by reference made a part hereof, and is hereinafter referred as the Contract.

NOW THEREFORE, the condition of this obligation is such that if the said Contractor shall in all respects well and truly keep and perform the said Contract, and shall pay all sums of money due or to become due, for any labor, materials, apparatus, fixtures or equipment furnished for the purpose of constructing the work provided in said contract, and shall defend, indemnify and save harmless the Owner against any and all liens, encumbrances, damages, claims, demands, expenses, costs and charges of every kind except as otherwise provided in said Contract Documents arising out of or in relation to the performance of said work and the provisions of said contract, and shall remove and replace any defects in workmanship or materials which may be apparent or may develop within a period of one (1) year from the date of final acceptance, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed there under or the specifications accompanying the same shall in any ways affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work or to the Specifications.

Surety companies executing Bonds must hold Certificates or Authority as Acceptable Sureties (31 CFR 223) and be authorized to transport business in the State where the Project is located.

Signed and sealed the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
(Contractor)

(SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Surety)

(SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

**THIS ENDORSEMENT CHANGES THE POLICY, PLEASE READ IT CAREFULLY**

**ADDITIONAL INSURED - OWNERS, LESSEES OR  
CONTRACTORS (FORM B)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name of Person or Organization**

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement).

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

The General Aggregate Limit under LIMITS OF INSURANCE (SECTION III) applies separately to each of your projects away from premises owned by or rented to you.

AGREEMENT

BOLINGBROOK PARK DISTRICT  
SEAL COATING ASPHALT PAVEMENT

This Agreement, made and concluded this 25 day of February, 2021 between the Bolingbrook Park District, party of the first part hereinafter referred to as the Owner, and Pavement Systems Inc his/their executors, administrators, successors or assigns, known as the party of the second part, hereinafter referred to as the Contractor.

**WITNESSETH:** That for and in consideration of the payments and agreement mentioned in the Proposal hereto attached, to be made and performed by the Owner, and according to the terms expressed in the Bond referring to these presents, the Contractor agrees with said Owner at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the Contract Documents hereinafter described and in full compliance with all of the plans of this agreement.

And it is also understood the Contract Documents as defined in the General Requirement are all essential documents of this Contract and are part thereof.

In witness thereof, the said parties have executed these presents on the date above mentioned.

**BOLINGBROOK PARK DISTRICT (OWNER)**

**(SEAL)**

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Name: \_\_\_\_\_  
(Type or Print)

Name: \_\_\_\_\_  
(Type or Print)

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

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

Pavement Systems Inc (CONTRACTOR)

**(SEAL)**

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Name: James Land  
(Type or Print)

Name: James Land  
(Type or Print)

Title: President

Title: Secretary







# Bolingbrook Park District

*Where the fun is!*

## SEALCOATING ASPHALT PAVEMENT 2021

### Addendum No. 1

**Date:** February 23, 2021  
**To:** All Known Bid Document Recipients  
**From:** Christopher Corbett, Superintendent of Projects & Planning  
**Subject:** Changes to and Clarifications of Bid Document

The original Contract Documents and Specifications for Sealcoating Asphalt Pavement 2021 dated February 25, 2021 are amended as follows:

#### SPECIFICATIONS – Scope of Work

- Parking Lot Striping
  - o Contractor may substitute advertised “Chlorinated Rubber Traffic Paint” with a “OIL-BASED ACRYLIC STRIPING PAINT” (waterborne acrylic paint will not be accepted)
- Central Park Pickleball Striping
  - o Required work ONLY includes restriping one existing lined court and adding lines to two additional courts
  - o No sealcoating required for the sport courts
  - o Summary of Base Bid for Central Park Courts should be listed as Linear Foot (L.F.) – not as S.F.
  - o Contractor may substitute advertised “Chlorinated Rubber Traffic Paint” with a “OIL-BASED ACRYLIC STRIPING PAINT” (waterborne acrylic paint will not be accepted)

#### INSTRUCTIONS TO BIDDERS – Preparations and Submission of Bids

All other requirements and instructions in the original bid document titled Preparation and Submission of Bids shall remain the same.

To acknowledge receipt of this Addendum No. 1, please sign this sheet, include company name and e-mail it to [ccorbett@bolingbrookparks.org](mailto:ccorbett@bolingbrookparks.org), fax to 630-739-1589 and acknowledge in your submitted bid. Failure to acknowledge addendum may result in rejection of your company’s bid.

Company: Pavement Systems & MC

Signature: [Handwritten Signature]

# Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

## Bid Bond

### CONTRACTOR:

(Name, legal status and address)

Pavement Systems, Inc.  
13820 S. California Ave.  
Blue Island, IL 60406

### SURETY:

(Name, legal status and principal place of business)

West Bend Mutual Insurance Company  
1900 South 18th Avenue  
West Bend, WI 53095  
**Mailing Address for Notices**  
Same as above

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

### OWNER:

(Name, legal status and address)

Bolingbrook Park District  
301 Recreation Drive  
Bolingbrook, IL 60440

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**BOND AMOUNT:** 10% Ten Percent of Amount Bid

### PROJECT:

(Name, location or address, and Project number, if any)

Sealcoating Asphalt Pavement 2021

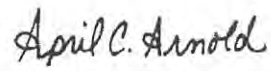
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 25th day of February, 2021.

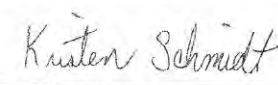
  
\_\_\_\_\_  
(Witness)

  
\_\_\_\_\_  
(Witness) April Arnold

Pavement Systems, Inc.  
\_\_\_\_\_  
(Principal) (Seal)

By:   
\_\_\_\_\_  
(Title)

West Bend Mutual Insurance Company  
\_\_\_\_\_  
(Surety) (Seal)

By:   
\_\_\_\_\_  
(Title) Kristen Schmidt, Attorney-in-Fact







THE SILVER LINING®

Bond Number: Bid Bond

Principal: Pavement Systems, Inc.

Obligee: Bolingbrook Park District

POWER OF ATTORNEY

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

Kristen Schmidt

lawful Attorney-In-Fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of:

Ten Million Dollars (\$10,000,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorney-In-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 22nd day of September, 2017.

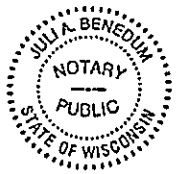
Attest Christopher C. Zwygart
Christopher C. Zwygart
Secretary



Kevin A. Steiner
Chief Executive Officer/President

State of Wisconsin
County of Washington

On the 22nd day of September, 2017, before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



Juli A. Benedum
Senior Corporate Attorney
Notary Public, Washington Co., WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 25th day of February, 2021.



Heather Dunn
Vice President - Chief Financial Officer

Notice: Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.

MINUTES OF a Regular meeting of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, Held at the Recreational Center, 201 Recreation Drive, Bolingbrook, Illinois, within Said District, at 7:00 P.M. on Thursday, March 18, 2021.

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_ the President, and the following Park Commissioners at said location answered being Present:

\_\_\_\_\_  
\_\_\_\_\_.

The following Park Commissioners were absent from the meeting:

\_\_\_\_\_.

Park Commissioner \_\_\_\_\_ present and the Secretary read in full the following: **ORDINANCE 21-02**

**ORDINANCE REGARDING AGREEMENT WITH KIDS AROUND THE WORLD IN REGARD TO REMOVAL OF PLAYGROUND EQUIPMENT AT CENTURY PARK, DRAFKE PARK AND THE FOREST PARK. (ROCKFORD, ILLINOIS)**

**ORDINANCE 21-02**

**ORDINANCE REGARDING AGREEMENT WITH KIDS AROUND THE WORLD IN REGARD TO  
REMOVAL OF PLAYGROUND EQUIPMENT AT CENTURY PARK, DRAFKE PARK AND THE FOREST  
PARK. (ROCKFORD, ILLINOIS)**

WHEREAS, the Bolingbrook Park District (the "Park District") is a duly organized unit of local government organized and operating under the constitution and laws of the State of Illinois; and

WHEREAS, the Park District derives its rights, power, and authority from the various sections of the Park District Code (the "Code"); and

WHEREAS, the Board of Park Commissioners of the Bolingbrook Park District believe, find and hereby declare that the Playground Property is no longer necessary or useful to the Park District and is therefore considered to be surplus personal property, and it is in the best interests of the Park District to dispose of same as set forth in Exhibit A.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE BOLINGBROOK PARK DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The recitals set forth hereinabove shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

SECTION TWO: The Board of Park Commissioners of the Bolingbrook Park District hereby declare that the Playground Property is no longer necessary or useful to the Park District and is therefore considered to be surplus personal property, and it is in the best interests of the Park District to dispose of same as set forth in Exhibit A.

SECTION THREE: All policies, resolutions, or ordinances of the Park District that conflict with the provisions of this Ordinance are hereby repealed.

SECTION FOUR: This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED THIS 18<sup>th</sup> day of March, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> day of March, 2021.

\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary, Board of Park Commissioners

JMO/og/#4850-0368-0221/3.18.2021

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the ordinance as presented and read be approved.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said resolution as read.

Upon the roll being called, the following Park Commissioners voted:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Whereupon the President declared the motion carried and the ordinance adopted, approved, and signed the same in open meeting, and directed the Secretary to record same in the records of the Board of Park Commissioners of the Bolingbrook Park District, Will County, Illinois, which was done.

Other business not related to the passage of this resolution was duly transacted at the meeting.

Upon motion duly made and seconded, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

STATE OF ILLINOIS    )  
                                  ) SS.  
COUNTY OF WILL     )

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the "Board") of the Bolingbrook Park District, Will County, Illinois (the "District"), and as such official I am the keeper of the records and filed of the District and the Board.

I further certify that the foregoing constitutes a full, true, and complete transcript of the minutes of the meeting of said Board held on the 18<sup>th</sup> day of March, 2021 insofar as same relate to the adoption of the following: **RESOLUTION 21-02**

**ORDINANCE REGARDING AGREEMENT WITH KIDS AROUND THE WORLD IN REGARD TO REMOVAL OF PLAYGROUND EQUIPMENT AT CENTURY PARK, DRAFKE PARK AND THE FOREST PARK. (ROCKFORD, ILLINOIS)**

a true, correct, and complete copy of which resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

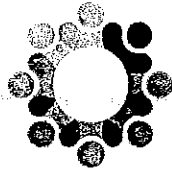
I do further certify that the deliberations of the members of the Board of Park Commissioners on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of "AN ACT in Relation to Meetings," approved July 11, 1957, as amended (the "Open Meetings Act"), and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said resolution.

IN WITNESS WHEREOF I hereunto affix my official signature at Bolingbrook, Illinois, this 18<sup>th</sup> day of March, 2021.

---

Secretary, Board of Park Commissioners  
Bolingbrook Park District  
Will County, Illinois

**EXHIBIT A**



kids around the world

## PLAYGROUND EQUIPMENT DONATION AGREEMENT

This agreement is entered this date between Kids Around The World, Inc., 5245 28th Ave. Rockford, IL. 61109 (here in referred to as "KIDS") and Bollingbrook Park District (hereafter referred to as "Donating Organization").

KIDS, an Illinois not-for-profit corporation, registered in Illinois at the above address performing charitable programs including building playgrounds for children in underprivileged locations, desires to Acquire as a donation, the below identified used playground equipment from the Donating Organization (hereafter referred to as the "Equipment").

In consideration for the donation of the Equipment from the Donating Organization, KIDS agrees to the following:

**DISCLAIMER:** KIDS acknowledges and agrees that the Donating Organization is neither a manufacturer nor a vendor of the Equipment, that KIDS takes the Equipment and each part thereof "as-is" and that the Donating Organization has not made, and does not hereby make, any representation, warranty, or covenant, express or implied, with respect to compliance with any and all applicable guidelines or regulations, including, but not limited to ASTM and CPSC, the merchantability, condition, quality, durability, design, operation, fitness for use, or suitability of the Equipment in any respect whatsoever or in connection with or for the purposes and uses of KIDS, or as to the absence of latent or other defects whether or not discoverable, or as to the absence of any infringement of any patent, trademark or copyright, or as to any obligation based on strict liability in tort or any other representation, warranty, or covenant of any kind or character, express or implied, with respect thereto, it being agreed that all risks incident thereto are to be borne by KIDS and the Donating Organization shall not be obligated or liable for actual, incidental, consequential, or other damages of or to buyer or other person or entity arising out of or in connection with the use or performance of the Equipment and the maintenance thereof. KIDS acknowledges that KIDS has selected the Equipment KIDS is acquiring from the Donating Organization based on KIDS' own judgment and the Donating Organization hereby affirmatively disclaims reliance on any oral representation concerning the Equipment made to KIDS.

**INSURANCE REQUIREMENTS:** KIDS shall maintain insurance of the types and in the amounts listed below.

### A. Commercial General Liability Insurance

KIDS shall maintain commercial general liability (CGL) insurance with a limit of not less than \$1,000,000 each occurrence and a \$2,000,000 aggregate limit.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract.

The Bolingbrook Park District shall be included as an additional insured under the CGL insurance form.

**B. Business Auto Liability Insurance**

If applicable, KIDS shall maintain business auto liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

**C. Workers Compensation Insurance**

Kids will maintain a worker's compensation insurance policy to cover all of the Kids employees with a minimum employer's liability limit of \$100,000 / \$500,000 / \$100,000.

**D. General Insurance Provisions**

**1. Evidence of Insurance**

Prior to removal of the Equipment, KIDS shall furnish Bolingbrook Park District with a certificate(s) of valid insurance meeting the above noted requirements.

E.1. Park District staff does not need to be present at time of removal

2. Site safety at the time of removal will be coordinated through the Bolingbrook Park District through bid documents with the winning contractor on removal of existing equipment and /or park fiber and footings.

3. Removal of equipment will not further delay the shutdown of said park further than anticipated construction timelines.

4. Kids Around the World agrees to remove said equipment as indicated in attached exhibits and Park Districts agrees to allow Kids Around the World to take equipment in lieu of payment. The donated equipment included in this agreement includes all items designated in Exhibit A.

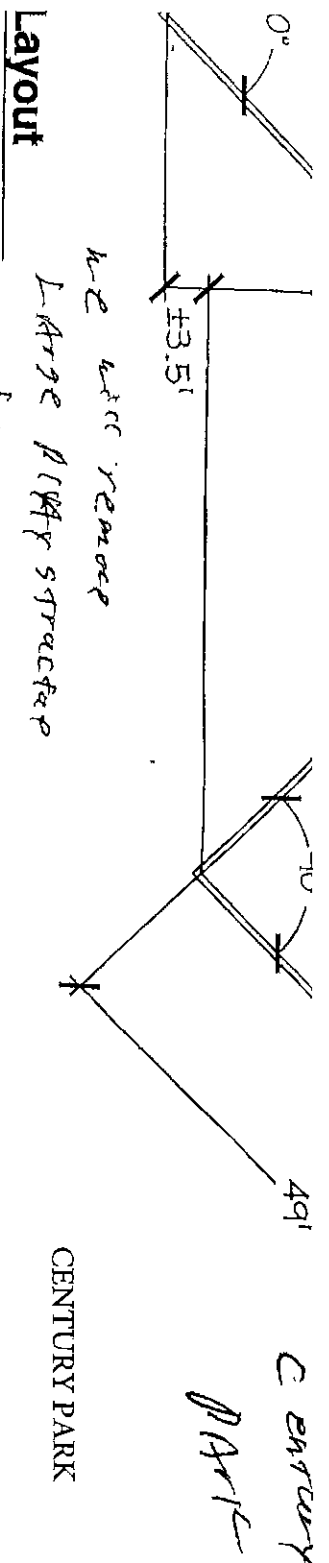
  
\_\_\_\_\_  
Representative of KIDS AROUND THE WORLD, INC.

\_\_\_\_\_  
Representative of the DONATING ORGANIZATION

2-23-2021  
DATE

\_\_\_\_\_  
DATE

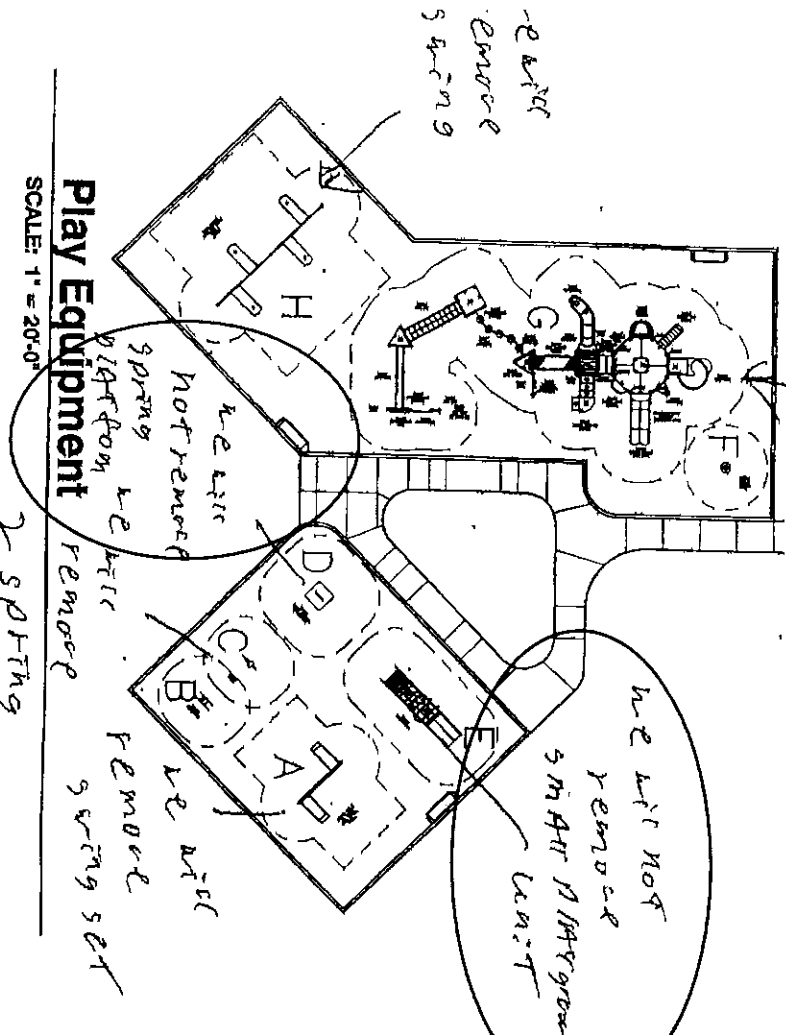




Layout

# PLAY EQUIPMENT KEY

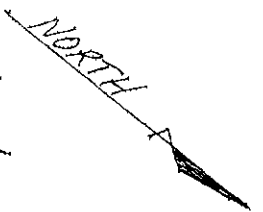
See bid proposal form for information on Base Bid and Alternate Items.



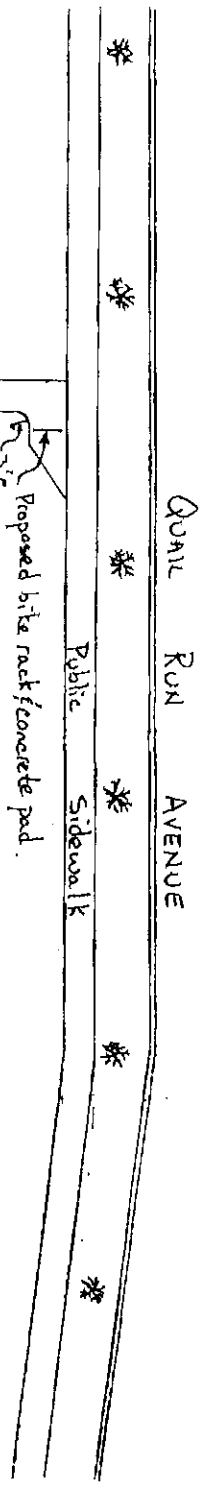
- A - Tot Swing # 117962B with two tot seats and vinyl coated chains by Landscape Structures
- B - Spring Toy Rhinodino # 100123A by Landscape Structures
- C - Spring Toy T-Rex # 100124A by Landscape Structures
- D - Accessible Spring Platform #125059A By Landscape Structures
- E - Dino Climber # 100122A by Landscape Structures
- F - Stand-Up Splinner # 117959A by Landscape Structures
- G - Component Structure # BOL1BRA2 by Landscape Structures
- H - Four Unit, Single Post Swing with three belt swings and one accessible swing; Vinyl coated chains - by Landscape Structures

# CONSTRUCTION DETAILS

SCALE: AS NOTED	H. Wright 4/22/02
FILE NAME: CENT_DET1	
Drawn By: / Revision Order	
<b>SH</b>	
Sheet 2 of	

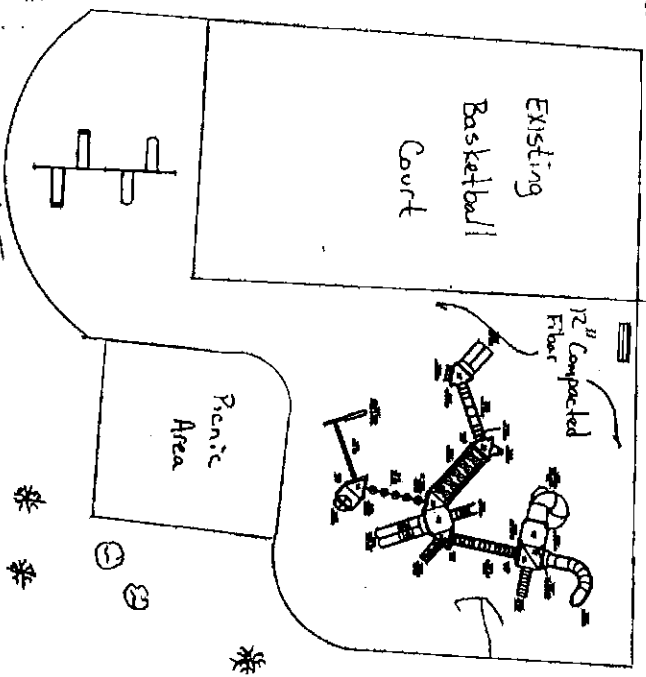
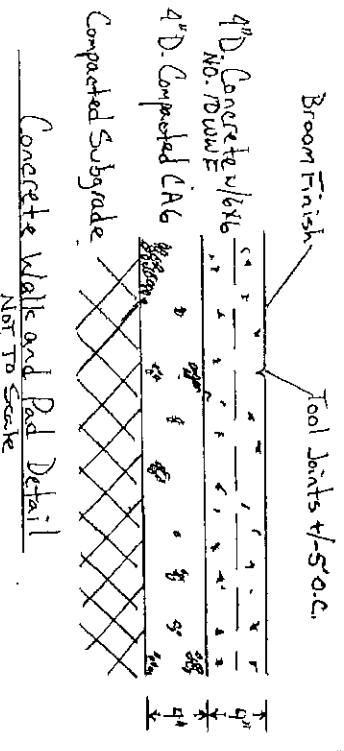
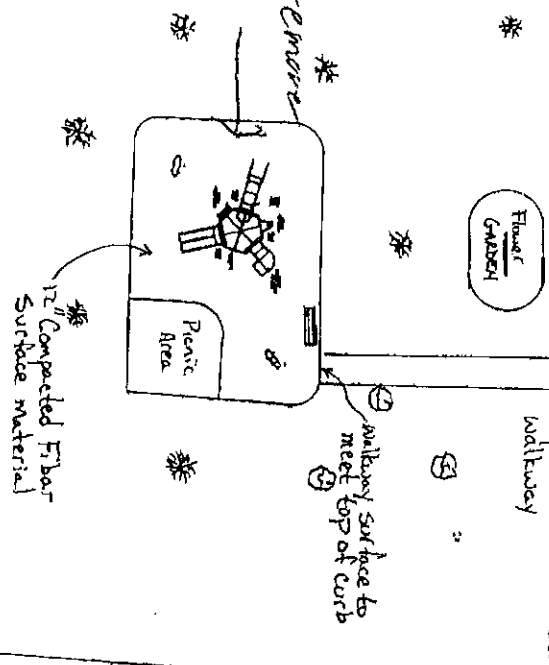


Scale 1" = 20'



DRAFKE PARK

We will remove  
The small  
L.S.I.  
structure



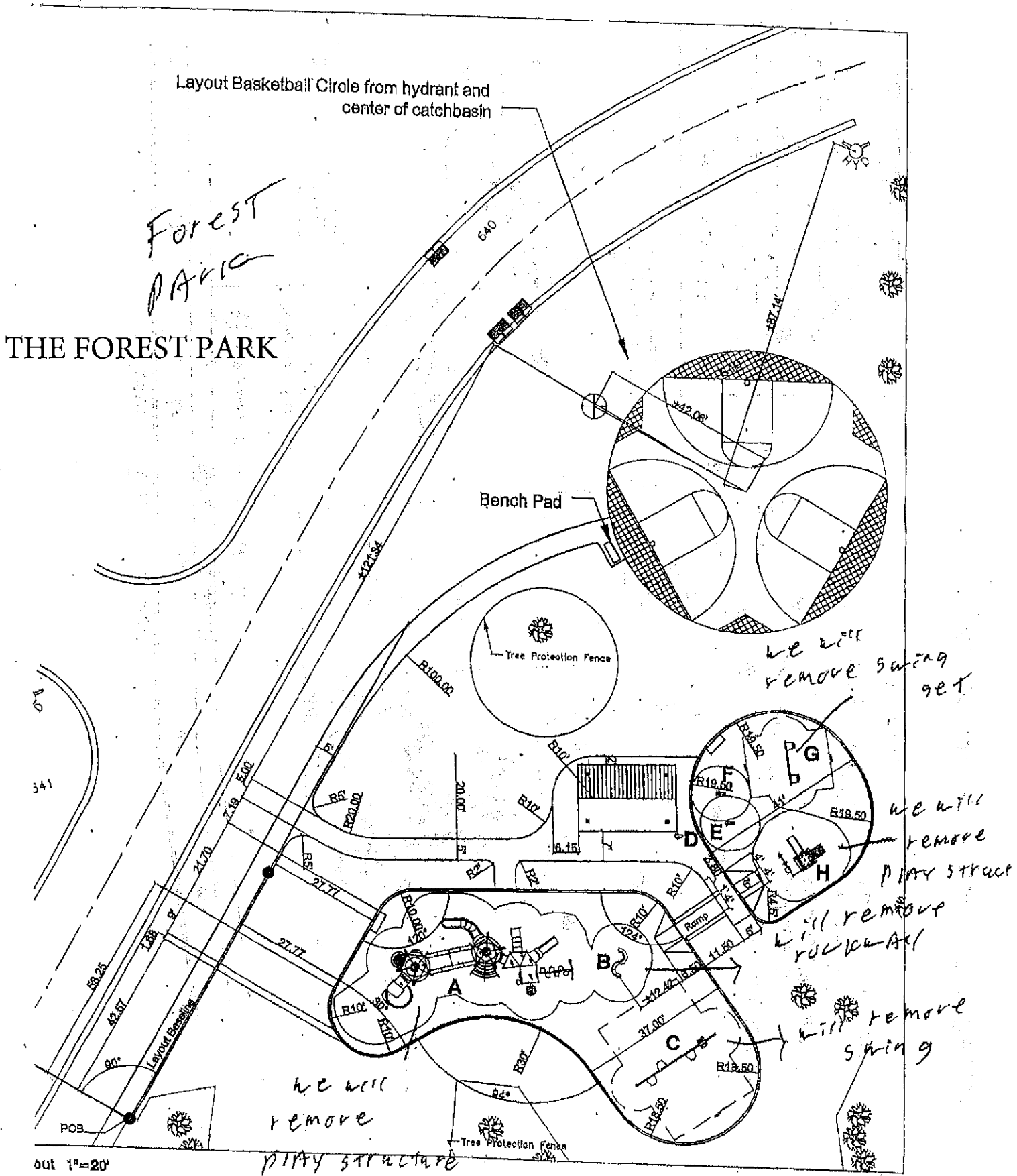
We will remove  
L.A.S.E.  
L.S.I.  
structure

We will  
Remove  
The 2 Bay  
Sitting

Bolingbrook Park District  
Drafke Park  
Playground Remodeling Project  
Development Plan  
March 6, 1998 J.S.P.

Tom Apperson 2-17-2002

EXHIBIT A



## LICENSE AGREEMENT

THIS AGREEMENT is made and entered into as of April 1, 2021, by and between the **BOLINGBROOK PARK DISTRICT**, Will County, Illinois, an Illinois municipal corporation (hereinafter referred to as "Licensor"), and **2110 44TH ROAD, SHERIDAN LLC d/b/a BEE ALL ABOUT IT** (hereinafter referred to as "Licensee"). The Bolingbrook Park District and 2110 44th Road, Sheridan LLC d/b/a Bee All About It LLC are hereinafter sometimes individually referred to as a "Party" and collectively as "Parties."

WHEREAS, the Licensor is the owner of the Property commonly known as the Hidden Oaks Nature Center, which is legally described on Exhibit 1 attached hereto and made a part hereof (hereinafter referred to as the "Property"); and

WHEREAS, the Licensee desires to utilize an area of the Property consisting of approximately 20 feet by 20 feet, depicted on Exhibit 2 attached hereto and made a part hereof (the "Licensed Premises"), for the purpose of installing and maintaining up to ten (10) honey bee hives (the "Hives"); and

WHEREAS, the Licensor is willing to permit the Licensee to utilize the Licensed Premises for the Hives, subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, in consideration of ten dollars (\$10.00), receipt of which is hereby acknowledged, and the mutual promises and covenants hereinafter set forth, it is agreed by and between the Parties hereto as follows:

1. In consideration of the covenants and agreements herein contained to be by the Licensee kept, observed, and performed, the Licensor hereby grants and conveys, without warranty of title and without grant of any possessory estate or interest or rights in the Licensed Premises, unto the Licensee a non-exclusive right and license (hereinafter referred to as "License") to install and maintain up to ten (10) honey bee hives on the Licensed Premises, subject to the terms, covenants, and conditions contained in this agreement (the "Agreement").
2. The term "Licensor" as used herein shall mean the Licensor, its successors in interests and assigns. The term "Licensee" as used herein shall mean the Licensee and its contractors.
3. The term of this License shall be three (3) years with an automatic annual renewal from the date of this Agreement, subject, however, to the provisions of Paragraph 13.
4. The Licensee and/or its contractors shall coordinate its efforts and schedule with the Park District Director or his designee in order to schedule the installation of the Hives on the Licensed Premises prior to April 1, 2021.

5. Prior to commencing work, the Licensee or its contractor shall submit a Certificate of Liability Insurance naming Licensor as an additional non-contributory named insured. The amount of the policy shall be no less than \$2 million. In the event the Licensee employs any staff to work on the Licensed Premises, the Licensee shall provide proof of workers' compensation insurance for such staff. When requested by the Licensor, the Licensee shall furnish copies of certificates and policies of insurance, including, if applicable, appropriate additional insured endorsements, evidencing coverage for any and each subcontractor. The insurance policies required hereunder shall not be canceled or amended without thirty (30) days prior written notice having been given to the Licensor.

6. The Licensee shall comply with all laws, ordinances, and regulations, including but not limited to the Bees and Apiary Act (510 ILCS 20/1, *et seq.*), governing the keeping of honey bees and the processing and sale of honey and shall be solely responsible for obtaining any governmental or other regulatory licenses or approvals associated with the keeping of honey bees and the production of and sale of honey, including but not limited to a sanitation license from the State of Illinois Department of Public Health.

7. The Licensees' use of the Licensed Premises shall be subject to the following additional terms and conditions:

(a) The Licensees shall provide all equipment, maintenance, and care for the Hives and honeybees.

(b) The Licensee shall collect, bottle, and sell honey collected on park property to the Licensor at a pricing structure and container size agreed upon in writing by the Licensor and Licensee for resale to the general public.

(c) The Licensee shall maintain a record of and identify lot numbers for all honey produced for consumption on the Licensed Premises.

(d) Provided that honey is kept sufficiently stocked at Hidden Oaks, the Licensee may sell said honey elsewhere, such as at farmers markets. Licensor is to receive ten percent (10%) of said sales from Licensee within thirty (30) days of the sale. A board with information regarding Hidden Oaks Nature Center is to be displayed at such sales events. Said board will be provided by Licensor.

8. The Licensor agrees to the following in connection with the Lessee's use of the Licenses Premises:

(a) Licensor shall ban application of pesticides that are toxic to honeybees on the Property and on the Hidden Oaks Conservation Area property.

(b) Licensor agrees to install a decorative fence as a barrier around the Licensed Premises, including a sign alerting visitors to stay behind the fence.

(c) Licensor agrees to install a sign near the entrance to the Property alerting visitors that beehives are kept on the premises and that those allergic to bee stings should take necessary precautions and enter at their own risk.

(d) Licensor agrees to sell the honey produced on the Licensed Premises to the general public at a pricing structure and container size agreed upon in writing by the Licensor and Licensee.

9. Licensee agrees to protect, indemnify, defend, and forever hold harmless the Park District and its officers, employees, agents, licensees, successors, and assigns against and from, and to assume all liability and expense, including court costs and attorneys' fees, for death or injury to any person or persons and all loss, damage, or destruction to any property caused by, attributable to, or resulting from Licensee's use, maintenance, or repair of the Licensed Premises, including the failure of Licensee to comply with the provisions of this Agreement.

10. Nothing contained in this Agreement, or any Addendum hereto, is intended to constitute nor shall constitute an abrogation or waiver of the defenses available to the Park District under the Illinois Local Governmental and Governmental Employees Tort Immunity Act, with respect to claims by third parties, including Licensee's staff and volunteers.

11. The Licensee shall not assign this License Agreement, in whole or in part, or any rights herein granted, without the written consent of the Licensor. It is agreed that any transfer of assignment or attempted transfer or assignment of this Agreement or any of the rights herein granted without such consent in writing, shall be absolutely void and, at the option of the Licensor, shall terminate this Agreement.

12. If any provision of this Agreement, or the application of such provision to any person or circumstance, shall be held invalid or unenforceable, the remainder of this Agreement, or the application of such provisions to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and shall continue in full force and effect.

13. Notwithstanding anything to the contrary set forth in this Agreement, either party may terminate this Agreement upon thirty (30) days written notice to the other party.

14. This Agreement shall be construed in accordance with the laws of the State of Illinois. It is further agreed that any legal action between the Parties arising out of this Agreement or the performance of the services contemplated by this Agreement shall be brought in a court of competent jurisdiction in the County of Will, State of Illinois.

15. Any Notice required to be given pursuant to this Agreement shall be deemed to have been given when written and mailed via United States certified mail, return receipt requested, addressed:



If to the Licensor: Bolingbrook Park District  
201 Recreation Drive  
Bolingbrook, Illinois 60440  
Attn: Director of Parks and Recreation

If to the Licensee: 2110 44th Road, Sheridan LLC d/b/a Bee All About It  
448 S. Villa Ave.  
Villa Park, IL 60181

Any Party hereto may change the place and/or person listed above and/or persons to the above list for the giving of Notices by Notice given ten (10) days prior to the effective date of such change.

16. This Agreement may be executed in counterparts, each of which shall be deemed an original but all of which, when taken together, shall constitute one and the same instrument. All electronic or .pdf signatures shall be treated as original signatures for all purposes.

17. This Agreement supersedes any prior contract or arrangement only of the particular subject of this Agreement between the Parties hereto and represents the complete agreement of the Parties hereto.

18. No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is reduced in writing and is then properly executed by the Parties hereto.

19. No waiver of any breach or default hereunder shall be considered valid unless in writing and signed by the Party giving such waiver. No such waiver shall be deemed a waiver of any subsequent breach or default.

20. The Parties agree to execute all documents and instruments reasonably required in order to consummate the matters completed herein.

21. The Parties hereto participated jointly in the negotiation and preparation of this Agreement, and each Party has obtained the legal advice of legal counsel to review and comment upon the terms and conditions contained herein. Accordingly, it is agreed that no rule of construction shall apply against or in favor of any Party. This Agreement shall be construed as if it was jointly prepared by the Parties and any uncertainty or ambiguity shall not be interpreted against one Party and in favor of the other.

22. This Agreement does not confer any rights or benefits on any third party.

23. The undersigned duly authorized representatives of the Parties represent and warrant that no additional consents, approvals or authorizations are necessary or required to effectuate this Agreement.

24. Nothing contained in this Agreement shall be deemed or construed as creating a relationship of principal and agent or of partnership or of a joint venture between the Parties hereto.

IN WITNESS WHEREOF, the Parties hereto have caused this License Agreement to be executed by their proper officers, thereunto duly authorized and their respective seals as of the date aforesaid.

Licensor:

**BOLINGBROOK PARK DISTRICT**

\_\_\_\_\_  
President, Board of Park Commissioners

ATTEST:

\_\_\_\_\_  
Secretary, Board of Park Commissions

Licensee:

**2110 44TH ROAD, SHERIDAN LLC d/b/a BEE ALL ABOUT IT**

Kim Kulton 3/5/21  
Kim Kulton

ATTEST:

[Signature] 3/5/21





**ILLINOIS DEPARTMENT OF AGRICULTURE  
 APIARY INSPECTION SECTION  
 P.O. BOX 19281 - FAIRGROUNDS  
 SPRINGFIELD, IL 62794-9281**

<i>For Agency Use Only</i>	
Registration No.	_____
Registration Date	_____

**APPLICATION FOR APIARY REGISTRATION**

**TO ALL BEEKEEPERS IN THE STATE OF ILLINOIS:**

In compliance with the Illinois *Bees and Apiaries Act*, every person keeping bees must register with the Illinois Department of Agriculture. There is no charge for registration. To register, complete and return this form to the address listed above.

Mr/Mrs/Ms 2110 44th Road, Sheridan, LLC dba Bee All About It  
 (Circle one)

MAILING ADDRESS Attn: Kim Kulton; 448 S Villa Ave

CITY Villa Park STATE IL ZIP 60181

TELEPHONE 630-207-4255 COUNTY of RESIDENCE DuPage

EMAIL ADDRESS Kim.Bee.All.About.It@gmail.com

SIGNATURE Kim Kulton DATE 2/28/2021

\* Please consider registering your colonies on DriftWatch at [www.driftwatch.org](http://www.driftwatch.org).

**APIARY LOCATION INFORMATION**

An apiary is any place where one or more colonies of bees are kept. Location of all apiaries must be listed.

Please provide GPS (Global Positioning System) Coordinates which are required for registration. They can be obtained from the website <https://www.getlatlong.net>. Address and Legal Description (example below) are also helpful.

EXAMPLE OF LEGAL DESCRIPTION: (CAN BE OBTAINED FROM YOUR COUNTY PLAT BOOK OR SIDWELL BOOK IN THE COUNTY RECORDER'S OFFICE OR THROUGH THE GPS TAX BOOK IN THE COUNTY ASSESSOR'S OFFICE)

1/4 SECTION SW	1/4 SECTION SE	SECTION 27	TOWNSHIP 17 NORTH	RANGE 5 WEST	P.M. 3RD
----------------	----------------	------------	-------------------	--------------	----------

Number of Colonies	County	Name of Township	GPS Coordinates, Address and Legal Description (Section, Township, Range)	Landowner or Name of Person at Premises Where the Colonies Are Kept
--------------------	--------	------------------	---------------------------------------------------------------------------	---------------------------------------------------------------------

<u>7</u>	<u>Will</u>	<u>DuPage</u>	<u>41.709010,-88.091474; 419 Trout Farm Rd, Bollingbrook</u>	<u>Hidden Oaks Nature Center</u>

**IMPORTANT NOTICE:** This state agency is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined under the Illinois Compiled Statutes, Chapter 510, Act 20. Failure to provide this information shall prevent this form from being processed. This form has been approved by the State Forms Management Center.





Due Dates: 03/18/2021 - 03/18/2021

Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 11059 - Access One, Inc.</b>					
03/01/2021	4883964	Telephone Services-ACC	100-101-101-1010-70000	Telephone Service	187.09
03/01/2021	4883964	Fiber Network-Admin	100-101-101-1010-70200	Remote Communication Lines	2,849.85
03/01/2021	4883964	Seat License - Admin	100-101-101-1010-70200	Remote Communication Lines	35.26
03/01/2021	4883964	Telephone Services-BGNR	100-170-101-1010-70000	Telephone Service	124.32
03/01/2021	4883964	Fiber Network-BGNR	100-170-101-1010-70200	Remote Communication Lines	408.01
03/01/2021	4883964	Telephone Services-BGNR	100-171-101-1010-70000	Telephone Service	124.31
03/01/2021	4883964	Fiber Network-BGNR	100-171-101-1010-70200	Remote Communication Lines	408.01
03/01/2021	4883964	Telephone Services-ACC	200-102-101-2000-70000	Telephone Service-ACC	187.09
03/01/2021	4883964	Telephone Services-BRAC	200-102-101-2020-70000	Telephone Service-BRAC	145.26
03/01/2021	4883964	FiberNetwork-BRAC	200-102-101-2020-70200	Remote Communication Lines-BRAC	1,269.52
03/01/2021	4883964	Telephone Services - BRAC	200-250-308-5800-70000	Telephone Service	72.62
03/01/2021	4883964	Telephone Services-BRAC	200-251-290-6000-70000	Telephone Service	72.63
03/01/2021	4883964	Telephone Services-Oaks	300-300-308-9000-70000	Telephone Services-Oaks	232.88
03/01/2021	4883964	Fiber Network-Oaks	300-300-308-9000-70200	Remote Communication Lines	898.62
03/01/2021	4883964	Telephone Services- Lakes	300-305-308-9100-70000	Telephone Services-Lakes	58.11
03/01/2021	4883964	Telephone Services-Ash	400-475-475-5540-70000	Telephone Service-Ashbury's at BR	436.66
03/01/2021	4883964	FiberNetwork Ash	400-475-475-5540-70200	Remote Communication Lines-Ashbury's at BR	816.02
<b>Vendor 11059 - Access One, Inc. Total:</b>					<b>8,326.26</b>
<b>Vendor: 10014 - Action Printing</b>					
01/31/2021	13114	February Newsletter/Brochure Printing	100-101-101-1010-67600	Brochure-General Services	635.48
01/31/2021	13114	February Newsletter/Brochure Printing	200-102-101-1010-67600	Brochure-Recreation Services	3,124.46
01/31/2021	13114	February Newsletter/Brochure Printing	200-250-308-5800-67600	Brochure-Aquatics	688.44
01/31/2021	13114	February Newsletter/Brochure Printing	200-251-290-6000-67600	Brochure-Fitness	317.74
01/31/2021	13114	February Newsletter/Brochure Printing	300-300-308-9000-67600	Brochure-Oaks	370.70
01/31/2021	13114	February Newsletter/Brochure Printing	400-475-480-5540-67600	Brochure-Ashbury's at BR	158.87
<b>Vendor 10014 - Action Printing Total:</b>					<b>5,295.69</b>
<b>Vendor: 10158 - Advance Auto Parts</b>					
02/01/2021	2377-808648	Oil for Equipment - Grounds	100-171-101-1010-63110	Lubricants and Fluids	81.54
02/01/2021	2377-808648	Oil for Equipment - NRHT	100-172-101-1010-63110	Lubes and Fluids	81.54
02/16/2021	2377-811063	Truck 5 Parts - NRHT	100-172-101-1010-65200	Vehicle Repair & Service-NR	60.81
02/17/2021	2377-811324	Kubota 1100 Cart Oil Filters - Grounds	100-171-101-1010-65300	Equipment Maintenance & Repairs	28.98
02/19/2021	2377-811668	Truck 9 Idler Pulley - Grounds	100-171-101-1010-65200	Vehicle Repairs & Service-Grounds	19.24
02/22/2021	2377-812132	Truck 5 Parts - NRHT	100-172-101-1010-65200	Vehicle Repair & Service-NR	60.04
02/04/2021	2377-809231	Toro Snow Blower - Grounds	100-171-101-1010-65300	Equipment Maintenance & Repairs	9.67
03/01/2021	2377-813182	Hustlers Motor Oil - NRHT	100-172-101-1010-63110	Lubes and Fluids	661.68
<b>Vendor 10158 - Advance Auto Parts Total:</b>					<b>1,003.50</b>
<b>Vendor: 10018 - Affordable Office Interiors Db:Business Office Systems</b>					
02/10/2021	25443	BRAC Lobby Furniture Flyer Stand (Desk) Final Paym	600-600-650-9610-76232	CARP-BRAC-Furniture Public Areas	247.50
<b>Vendor 10018 - Affordable Office Interiors Db:Business Office Systems Total:</b>					<b>247.50</b>
<b>Vendor: 11553 - AFLAC</b>					
02/26/2021	711957	Supplemental Insurance	100-000-220400	Vol Ins Payable-Accident	377.24

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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
02/26/2021	711957	Supplemental Insurance	100-000-220410	Vol Ins Payable-Critical Care	331.26
02/26/2021	711957	Supplemental Insurance	100-000-220415	Vol Ins Payable-Cancer Rider	232.58
02/26/2021	711957	Supplemental Insurance	100-000-220425	Vol Ins Payable-Hospital	135.10
02/26/2021	711957	Supplemental Insurance	100-000-220435	Vol Ins Payable-Whole Life Insurance	135.64
<b>Vendor 11553 - AFLAC Total:</b>					<b>1,211.82</b>
<b>Vendor: 10033 - Alpha Graphics</b>					
02/09/2021	102123	Lifestyles Fitness - New Table Sign	200-251-290-6000-67000	Marketing-Facility	218.74
<b>Vendor 10033 - Alpha Graphics Total:</b>					<b>218.74</b>
<b>Vendor: 10038 - Amazon</b>					
01/14/2021	747697543537	Activity Workbook for IPSD Nature Club	300-300-254-6540-63200	Supplies-Groups	9.31
01/14/2021	876577539886	Preschool iPad Charger	200-214-232-2000-64400	Computer Equipment/Software-PS ACC	30.98
01/14/2021	994798798657	Web Camera / USB Microphones	100-101-101-1010-63070	Computer Supplies	109.35
01/16/2021	983999486679	Dance Supplies	200-213-222-4605-63600	Costume Expense-Danceforce	44.55
01/19/2021	439766987958	Webcam and Arm-School Program	300-300-254-6540-63200	Supplies-Groups	75.98
01/22/2021	656746679957	Walkie Talkies	200-250-308-5800-63000	Supplies -General	119.70
01/22/2021	948835489448	Fitness Mixer Supplies for MPR	200-251-292-6020-64200	Equipment and Tools-Group Exercise	101.61
01/24/2021	439385686389	Web Cameras & IT Supplies	100-101-101-1010-63070	Computer Supplies	141.86
01/27/2021	893949639588	Fitness Supplies for Hybrid	200-251-292-6020-64200	Equipment and Tools-Group Exercise	21.98
01/28/2021	534937687685	Trail Cam Equipment	300-300-252-6520-63200	Supplies-EE	44.12
02/04/2021	446785539597	Preschool Supplies	200-214-232-2000-64200	Equipment-ACC Preschool	26.97
02/04/2021	639744776449	Preschool Supplies	200-214-230-2060-63200	Supplies-Oaks Preschool	26.97
02/04/2021	657334778755	Preschool Sensory Bins	200-214-230-2060-63200	Supplies-Oaks Preschool	18.33
02/04/2021	657334778755	Preschool Sensory Bins	200-214-232-2000-63200	Supplies-ACC Preschool Programs	18.33
02/04/2021	657334778755	Preschool Sensory Bins	200-214-232-2020-63200	Supplies-BRAC Preschool	18.33
02/04/2021	669789936596	Preschool Supplies	200-214-232-2020-63200	Supplies-BRAC Preschool	20.97
02/08/2021	445366844454	Command Hooks, Eye Wash, Ziplocks, Command Strips	200-250-308-5700-63210	Supplies-First Aid	11.00
02/08/2021	445366844454	Command Hooks, Eye Wash, Ziplocks, Command Strips	200-250-308-5800-63000	Supplies -General	45.29
02/08/2021	699443754633	Turtle Shell Sample	300-300-252-6520-63200	Supplies-EE	19.99
<b>Vendor 10038 - Amazon Total:</b>					<b>905.62</b>
<b>Vendor: 10040 - Ambius, Inc.</b>					
03/01/2021	310392CS305443	Monthly Plant Rental - Buildings	100-170-101-1010-62000	Contractual Services	368.54
<b>Vendor 10040 - Ambius, Inc. Total:</b>					<b>368.54</b>
<b>Vendor: 10070 - Aqua Pure Enterprises, Inc.</b>					
02/23/2021	0134268-IN	Pool Chem Test Solution - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	56.24
02/03/2021	0134101-IN	Pool Chemicals PH - Buildings	200-250-308-5800-63100	Supplies-Water Treatment	261.35
<b>Vendor 10070 - Aqua Pure Enterprises, Inc. Total:</b>					<b>317.59</b>
<b>Vendor: 11376 - Bade Supply</b>					
02/18/2021	42407	Custodial Supplies ACC - Buildings	100-170-101-1010-63110	Supplies-Custodial	84.98
02/18/2021	42408	Custodial Supplies BRAC - Buildings	100-170-101-1010-63110	Supplies-Custodial	159.00
02/25/2021	42627	B&G Supplies	100-170-101-1010-63110	Supplies-Custodial	73.10
<b>Vendor 11376 - Bade Supply Total:</b>					<b>317.08</b>
<b>Vendor: 10101 - Bee Wild Honey Margaret Trocki</b>					
02/02/2021	113	Hidden Oaks - Honey	300-300-304-8600-66400	Cost of Goods Sold-Oaks	240.00
<b>Vendor 10101 - Bee Wild Honey Margaret Trocki Total:</b>					<b>240.00</b>

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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 10226 - BMO Harris MasterCard</b>					
01/31/2021	3630195313763512-7151501	Facebook - Fitness Ad	200-251-290-6000-67000	Marketing-Facility	86.86
02/01/2021	998115	Strikingly - Domain Renewal	200-102-101-1010-67000	Marketing-Recreation Services	24.95
02/01/2021	INV0000495	Constant Contact - Hidden Oaks	300-300-308-9000-67000	Marketing-Hidden Oaks	487.68
02/01/2021	INV0000498	IGFOA-Membership Renewal	100-152-101-1010-61200	Dues & Subscriptions	400.00
02/01/2021	INV01074831	SportsEngine - TeamUnify	200-250-308-5800-61200	Dues/Certifications/Subscriptions	99.95
02/10/2021	62846127051	IDOA-Pesticide Training - Parks Maintenance Manage	100-151-101-1010-61000	Employee Development	45.00
02/11/2021	20859812	Discount Dance - Dance Costumes	200-213-222-4605-63600	Costume Expense-Danceforce	238.17
02/12/2021	49567	NinjaZone - Monthly Dues	200-211-215-4455-62000	Contractual Services-Ninjas Programs	375.00
02/12/2021	538860	MedTech Wristbands - Pool Wristbands	200-250-308-5800-63000	Supplies-General	122.24
02/15/2021	TS-INV-8876	TeamSideline - League Management Site	200-210-200-4020-62000	Contractual Services-Leagues	599.00
02/16/2021	33029674	Discount Dance - Dance Costumes	200-213-222-4605-63600	Costume Expense-Danceforce	42.77
02/16/2021	INV0000502	Dunkin Donuts - Gift Cards	100-101-101-1010-63000	Director Expense	150.00
02/17/2021	1356982	Health & Safety Inst - CPR Training Materials	810-100-810-9750-63110	Loss Prevention Training Materials	180.35
02/17/2021	INV0000494	Dunkin-Staff Appreciation	100-101-101-1010-63000	Director Expense	50.00
02/18/2021	1356985	Health & Safety Institute - First Aid CPR Inst Ren	200-000-110000	Accounts Receivable	40.00
02/18/2021	1356985	Health & Safety Institute - First Aid CPR Inst Ren	810-100-810-9750-63110	Loss Prevention Training Materials	40.00
02/19/2021	2021-66368 Bal Due	Nexstar - Dance Competition	200-213-222-4680-62010	Contractual-Competition Fees	618.00
02/19/2021	H1939-121097	HomeDepot - BRAC Aerobics Plywood (100 Sheets)	600-600-650-9610-76244	CARP-BRAC-Aerobics/Dance Flooring	3,199.00
02/20/2021	INV69717548	Zoom Video Communications-Web Conferencing	100-101-101-1010-62200	Computer Maintenance & Support	59.96
02/22/2021	1358673	Health & Safety Institute - First Aid Instructor C	810-100-810-9750-63110	Loss Prevention Training Materials	20.00
02/23/2021	113975	Bolingbrook Chamber - State of the Village	100-101-101-1010-63001	Commissioner Expense	420.00
02/03/2021	14944	IPRA - CPSI Testing Crew Leader Playgrounds 031120	100-151-101-1010-61000	Employee Development	704.00
02/03/2021	F158E57T1	SAI - Leadership Conference - Aquatic Manager	100-151-101-1010-61000	Employee Development	29.00
02/04/2021	INV0000501	Pet Supplies Plus - Animal Supplies	300-300-308-9000-63110	Supplies-Animal	7.96
02/05/2021	2031730037	Hootsuite - Subscription	200-102-101-1010-67000	Marketing-Recreation Services	100.00
02/05/2021	2031730037	Hootsuite - Subscription	200-250-308-5800-67000	Marketing-Aquatics	100.00
02/05/2021	2031730037	Hootsuite - Subscription	200-251-290-6000-67000	Marketing-Facility	100.00
02/05/2021	2031730037	Hootsuite - Subscription	300-300-308-9000-67000	Marketing-Hidden Oaks	48.00
02/09/2021	2021-66368	Nextstar - Dance Competition	200-213-222-4680-62010	Contractual-Competition Fees	5,930.00
02/09/2021	INV0000497	Pure Hockey - Athletic Equipment	200-210-200-4020-63200	Supplies-Leagues	49.98
03/01/2021	INV0000496	Constant Contact - 2021 Pelican Harbor	200-250-308-5800-67000	Marketing-Aquatics	487.68
<b>Vendor 10226 - BMO Harris MasterCard Total:</b>					<b>14,855.55</b>
<b>Vendor: 10140 - Brian J. Gilbert</b>					
02/25/2021	February 2021	February 2021 - Systems Support Specialist	100-157-101-1010-63800	Mileage	16.33
<b>Vendor 10140 - Brian J. Gilbert Total:</b>					<b>16.33</b>
<b>Vendor: 11023 - Card Connect,LLC</b>					
02/28/2021	496022300883 02/21	BPD WEB Merchant Processing Fee	200-102-101-1010-62400	Merchant Processing Fees-Rec Services	1,142.19
02/28/2021	496022301881 02/21	BPD ACC Merchant Processing Fee	200-102-101-1010-62400	Merchant Processing Fees-Rec Services	251.01

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Due Dates: 03/18/2021 - 03/18/2021

Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
02/28/2021	496022302889 02/21	BPD BRAC Merchant Processing Fee	200-102-101-1010-62400	Merchant Processing Fees-Rec Services	251.08
02/28/2021	496022302889 02/21	BPD LS/PH Merchant Processing Fee	200-251-290-6000-62400	Merchant Processing Fees-Fitness Facility	251.07
02/28/2021	496270132889 02/21	BPD Business Office Merchant Processing Fee	200-102-101-1010-62400	Merchant Processing Fees-Rec Services	51.06
02/28/2021	INV00035204	Wireless Credit Card Service (2 Units)-PH	200-250-308-5800-62100	Contractual Services-Equipment	50.00
<b>Vendor 11023 - Card Connect,LLC Total:</b>					<b>1,996.41</b>
<b>Vendor: 10155 - Cardiac Rescue Systems Inc.</b>					
02/22/2021	65684	AED Batteries	200-250-308-5700-63210	Supplies-First Aid	338.00
<b>Vendor 10155 - Cardiac Rescue Systems Inc. Total:</b>					<b>338.00</b>
<b>Vendor: 10164 - Case Lots, Inc.</b>					
02/11/2021	2982	Custodial Supplies - Buildings	100-170-101-1010-63110	Supplies-Custodial	137.60
<b>Vendor 10164 - Case Lots, Inc. Total:</b>					<b>137.60</b>
<b>Vendor: 10169 - CDW Government Inc.</b>					
01/18/2021	6767106	Adobe Creative Cloud Renewal	100-155-101-1010-62200	Computer Maintenance & Support	2,844.06
02/08/2021	7733333	Email Security Software Renewal	100-101-101-1010-62200	Computer Maintenance & Support	8,010.00
<b>Vendor 10169 - CDW Government Inc. Total:</b>					<b>10,854.06</b>
<b>Vendor: 11560 - CGMT, Inc.</b>					
10/31/2020	7416	Concrete / Soil Testing - BRAC Expansion Project	600-600-650-9610-75100	Capital-BRAC-Expansion	2,405.00
<b>Vendor 11560 - CGMT, Inc. Total:</b>					<b>2,405.00</b>
<b>Vendor: 11671 - Chicago Doorways, LLC</b>					
02/23/2021	SI003738	Extra BRAC Keys - BRAC Project	600-600-650-9610-75100	Capital-BRAC-Expansion	175.00
<b>Vendor 11671 - Chicago Doorways, LLC Total:</b>					<b>175.00</b>
<b>Vendor: 10189 - Chicago Office Technology Grp Cotg-A Xerox Company</b>					
02/22/2021	IN2640091	Printer Management Services-Ashbury's	400-475-475-5540-62250	Office Equipment Maintenance & Support- Ash at BR	212.94
02/22/2021	IN2640092	Processing Fee	100-101-101-1010-62250	Office Equipment Maintenance & Support	45.00
02/22/2021	IN2640092	ACC Digital Copier Maintenance	100-101-101-1010-62250	Office Equipment Maintenance & Support	256.39
02/22/2021	IN2640092	Mktg Digital Copier Maintenance	100-101-101-1010-62250	Office Equipment Maintenance & Support	225.98
02/22/2021	IN2640092	BGNR Digital Copier Maintenance	100-170-101-1010-62250	Office Equipment Maintenance & Support	95.25
02/22/2021	IN2640092	BGNR Digital Copier Maintenance	100-171-101-1010-62250	Office Equipment Maintenance & Support	95.24
02/22/2021	IN2640092	BRAC Digital Copier Maintenance	200-102-101-1010-62250	Office Equipment Maintenance & Support	412.40
02/22/2021	IN2640092	Oaks Digital Copier Maintenance	300-300-308-9000-62250	Office Equipment Maintenance & Support	83.51
02/23/2021	IN2644566	Printer Management Services	100-101-101-1010-62250	Office Equipment Maintenance & Support	286.45
<b>Vendor 10189 - Chicago Office Technology Grp Cotg-A Xerox Company Total:</b>					<b>1,713.16</b>
<b>Vendor: 10196 - Chris Martner</b>					
02/25/2021	February 2021	February 2021 - Director BGNR	100-171-101-1010-63800	Mileage	23.52
02/25/2021	February 2021	February 2021 - Director BGNR	100-172-101-1010-63800	Mileage	23.52
<b>Vendor 10196 - Chris Martner Total:</b>					<b>47.04</b>
<b>Vendor: 10199 - Christopher Corbett</b>					
02/26/2021	February 2021	February 2021 - Supt of Projects & Planning	100-156-101-1010-63800	Mileage	74.48
<b>Vendor 10199 - Christopher Corbett Total:</b>					<b>74.48</b>

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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 10212 - Clear Loss Prevention</b>					
02/02/2021	66483	Security Camera/Door Strike Installation-BRAC Reno	600-600-650-9610-75100	Capital-BRAC-Expansion	20,572.18
<b>Vendor 10212 - Clear Loss Prevention Total:</b>					<b>20,572.18</b>
<b>Vendor: 10217 - Comcast Cable</b>					
02/11/2021	8771201430420228 03/21	BRAC Internet	200-102-101-2020-70200	Remote Communication Lines-BRAC	39.18
02/11/2021	8771201430420228 03/21	BRAC Internet	200-102-310-2020-70200	Remote Communication Lines-BRAC Childcare	10.00
02/11/2021	8771201430420228 03/21	BRAC Fitness Internet	200-251-290-6000-70200	Remote Communication Lines	89.17
02/19/2021	8771201430355952 03/21	BRAC Fitness Cable TV	200-102-101-2020-70200	Remote Communication Lines-BRAC	47.27
02/19/2021	8771201430355952 03/21	BRAC Fitness Cable TV	200-251-290-6000-70200	Remote Communication Lines	110.29
02/20/2021	8771201430577076 03/21	Ashbury TV/Internet	400-475-475-5540-70200	Remote Communication Lines-Ashbury's at BR	391.72
02/24/2021	8771201430425136 03/21	BGNR Internet	100-170-101-1010-70200	Remote Communication Lines	49.18
02/24/2021	8771201430425136 03/21	BGNR Internet	100-171-101-1010-70200	Remote Communication Lines	49.17
02/09/2021	8771201430059067 03/21	BRAC Cable TV	200-102-101-2020-70200	Remote Communication Lines-BRAC	4.02
02/09/2021	8771201430059067 03/21	BRAC Cable TV	200-251-290-6000-70200	Remote Communication Lines	9.38
03/02/2021	8771201430420269 03/21	ACC Internet #1	100-101-101-1010-70200	Remote Communication Lines	81.68
03/02/2021	8771201430420269 03/21	ACC Internet #1	200-102-101-2000-70200	Remote Communication Lines-ACC	81.67
03/04/2021	8771201430496947 03/21	ACC Internet #2	100-101-101-1010-70200	Remote Communication Lines	78.40
<b>Vendor 10217 - Comcast Cable Total:</b>					<b>1,041.13</b>
<b>Vendor: 10218 - Commonwealth Edison</b>					
01/29/2021	11_0909087001 01/21	Electric-LC Sports Field Complex	200-102-306-2080-71000	Electric Service-Ball Fields	150.61
01/29/2021	12_7478391004 01/21	Electric-Ashbury's	400-475-475-5540-71000	Electric Service-Ashbury's at BR	694.64
02/01/2021	01_0107039074 01/21	Electric-B&G	100-170-101-1010-71000	Electric Service-B&G	523.09
02/01/2021	04_0445192003 01/21	Electric-Ind Bdy Restroom Shelter	200-102-306-2080-71000	Electric Service-Ball Fields	42.31
02/01/2021	06_0723142265 01/21	Electric-Bait Shop	300-305-308-9100-71000	Electric Service-Lakes	187.58
02/01/2021	07_0913106046 01/21	Electric-Bulldog Park	200-102-306-2080-71000	Electric Service-Ball Fields	52.73
02/01/2021	08_7065764004 01/21	Electric-Indian Boundary Concession/Shelter	200-102-306-2080-71000	Electric Service-Ball Fields	385.48
02/01/2021	09_8997569005 01/21	Electric-DD	200-102-101-2040-71000	Electric Service-DD	55.20
02/01/2021	10_0447696004 01/21	Electric-Annerino	100-101-101-1010-71000	Electric Service-ACC	816.31
02/01/2021	10_0447696004 01/21	Electric-Annerino	200-102-101-2000-71000	Electric Service-ACC	816.31
02/01/2021	13_7653469005 01/21	Electric-Nature Center	300-300-308-9000-71000	Electric Service-Oaks	519.42
02/08/2021	02_0445154003 01/21	Electric-BRAC	200-102-101-2020-71000	Electric Service-BRAC	1,099.22
02/08/2021	02_0445154003 01/21	Electric-BRAC	200-250-308-5800-71000	Electric Service-AQ	977.09
02/08/2021	02_0445154003 01/21	Electric-BRAC	200-251-290-6000-71000	Electric Service-Fitness	366.41
03/03/2021	02_0792103023 02/21	Electric Service - Indian Bndy - Socr Bball 5 LTG	200-102-306-2080-71000	Electric Service-Ball Fields	103.69
03/04/2021	01_7319017007 02/21	Electric Service - Wipfler Park	200-102-306-2080-71000	Electric Service-Ball Fields	27.57
<b>Vendor 10218 - Commonwealth Edison Total:</b>					<b>6,817.66</b>
<b>Vendor: 10222 - Conserv F/S, Inc.</b>					
02/16/2021	6403429	Ice Melt - Grounds	100-171-101-1010-63130	Materials-Park	416.50
<b>Vendor 10222 - Conserv F/S, Inc. Total:</b>					<b>416.50</b>
<b>Vendor: 10227 - Correct Electric, Inc.</b>					
02/11/2021	21082	Ashburys Smoke Detector - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	180.00
<b>Vendor 10227 - Correct Electric, Inc. Total:</b>					<b>180.00</b>
<b>Vendor: 11474 - Davis Bancorp, Incorporated</b>					
02/28/2021	94520	2021 Secure Depository Services	100-101-101-1010-62420	Secure Depository Services	520.00
<b>Vendor 11474 - Davis Bancorp, Incorporated Total:</b>					<b>520.00</b>



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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 10264 - Delta Dental-Risk</b>					
03/01/2021	1424774	Dental Insurance March 2021	100-101-101-1010-61410	Healthcare-Dental	4,163.57
<b>Vendor 10264 - Delta Dental-Risk Total:</b>					<b>4,163.57</b>
<b>Vendor: 11673 - DocuSign, Inc.</b>					
02/28/2021	INV23955608	Electronic Document Esignature Management-Year 1	100-101-101-1010-62200	Computer Maintenance & Support	6,000.00
<b>Vendor 11673 - DocuSign, Inc. Total:</b>					<b>6,000.00</b>
<b>Vendor: 11205 - Door Systems</b>					
01/30/2021	891801	B&G Yard Gate Repair - Buildings	100-170-101-1010-65100	Maintenance & Repairs - B&G	417.50
<b>Vendor 11205 - Door Systems Total:</b>					<b>417.50</b>
<b>Vendor: 10291 - Drendel Property Management</b>					
02/26/2021	CM192	BRGC Maintenance February	400-400-410-5540-62000	Course Maintenance	15,000.00
<b>Vendor 10291 - Drendel Property Management Total:</b>					<b>15,000.00</b>
<b>Vendor: 10297 - Dynegy Energy Services</b>					
02/18/2021	146547421021	Electric-Annerino	100-101-101-1010-71000	Electric Service-ACC	1,501.56
02/18/2021	146547421021	Electric-B&G	100-170-101-1010-71000	Electric Service-B&G	960.96
02/18/2021	146547421021	Electric-Annerino	200-102-101-2000-71000	Electric Service-ACC	1,501.55
02/18/2021	146547421021	Electric-BRAC	200-102-101-2020-71000	Electric Service-BRAC	2,422.24
02/18/2021	146547421021	Electric - DD	200-102-101-2040-71000	Electric Service-DD	60.00
02/18/2021	146547421021	Electric-Lily Cache Sportsfield East	200-102-306-2080-71000	Electric Service-Ball Fields	111.60
02/18/2021	146547421021	Electric - Lily Cache Sportsfield W Camp	200-102-306-2080-71000	Electric Service-Ball Fields	211.41
02/18/2021	146547421021	Electric-Remington Lakes	200-102-306-2080-71000	Electric Service-Ball Fields	451.38
02/18/2021	146547421021	Electric - Indian Boundary Concession/Shelter	200-102-306-2080-71000	Electric Service-Ball Fields	720.72
02/18/2021	146547421021	Electric- Indian Boundary Restroom Shelter	200-102-306-2080-71000	Electric Service-Ball Fields	9.50
02/18/2021	146547421021	Electric - Bulldog Park	200-102-306-2080-71000	Electric Service-Ball Fields	54.91
02/18/2021	146547421021	Electric-BRAC	200-250-308-5800-71000	Electric Service-AQ	2,153.10
02/18/2021	146547421021	Electric - BRAC	200-251-290-6000-71000	Electric Service-Fitness	807.41
02/18/2021	146547421021	Electric-Nature Center	300-300-308-9000-71000	Electric Service-Oaks	861.66
02/18/2021	146547421021	Electric - Bait Shop	300-305-308-9100-71000	Electric Service-Lakes	421.22
02/18/2021	146547421021	Electric-Ashbury's	400-475-475-5540-71000	Electric Service-Ashbury's at BR	1,148.29
<b>Vendor 10297 - Dynegy Energy Services Total:</b>					<b>13,397.51</b>
<b>Vendor: 11040 - Engineering Resource Associates, Inc.</b>					
02/26/2021	W2021800.04	Engineering Expenses - ACC Asphalt Repair	600-600-650-9610-76266	CARP-ACC-Paving - South & West Lot	9,318.50
<b>Vendor 11040 - Engineering Resource Associates, Inc. Total:</b>					<b>9,318.50</b>
<b>Vendor: 10311 - Enterprise Newspaper Bugle Newspaper</b>					
01/14/2021	1192608	Legal Ad - Bid Notice - ADA Paving Improvements	500-575-400-9500-75900	ADA Transition Plan	73.15
12/17/2020	1192402	Legal Notice 2021 Board Meeting Dates	100-101-101-1010-62010	Legal Notices	69.83
02/11/2021	1192677	Project Bid - Ivanhoe Playground	600-600-650-9610-76270	CARP-Ivanhoe Park-Playground	36.57
02/11/2021	1192677	Project Bid - The Forest Playground	600-600-650-9610-76272	CARP-The Forest-Playground	36.58
02/11/2021	1192678	Project Bid - Drafke Playground	600-600-650-9610-76269	CARP-Drafke-Playground	36.57
02/11/2021	1192678	Project Bid - Plimmer Playground	600-600-650-9610-76271	CARP-Plimmer Park-Playground	36.58
02/11/2021	1192679	Project Bid - Sealcoating 2021	840-100-840-9800-65000	Paving Maintenance & Repairs	66.50
<b>Vendor 10311 - Enterprise Newspaper Bugle Newspaper Total:</b>					<b>355.78</b>
<b>Vendor: 10326 - Fidelity Security Ins/Eyemed</b>					
02/22/2021	164697647	Vision Insurance March 2021	100-101-101-1010-61420	Healthcare-Vision	547.36
<b>Vendor 10326 - Fidelity Security Ins/Eyemed Total:</b>					<b>547.36</b>

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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 10328 - Firestone Tire&amp;Service Center Payment Center</b>					
02/10/2021	325568	Tires - Grounds	100-171-101-1010-65200	Vehicle Repairs & Service-Grounds	244.88
02/10/2021	325568	Truck 2 Tires - NRHT	100-172-101-1010-65200	Vehicle Repair & Service-NR	489.76
<b>Vendor 10328 - Firestone Tire&amp;Service Center Payment Center Total:</b>					<b>734.64</b>
<b>Vendor: 10330 - First Eagle Bank</b>					
03/01/2021	15703	Elliptical Lease	200-251-290-6000-62100	Contractual Services-Equipment	1,427.35
<b>Vendor 10330 - First Eagle Bank Total:</b>					<b>1,427.35</b>
<b>Vendor: 11183 - GameTime</b>					
01/29/2021	PJI-0153587	Erickson Slide Replacement - Grounds	100-171-101-1010-63160	Materials-Playground	1,315.04
<b>Vendor 11183 - GameTime Total:</b>					<b>1,315.04</b>
<b>Vendor: 10354 - Gary Kantor</b>					
02/11/2021	INV0000499	Magic Class	200-200-200-2960-62000	Contractual Services-Youth Programs	58.00
<b>Vendor 10354 - Gary Kantor Total:</b>					<b>58.00</b>
<b>Vendor: 10380 - Grainger</b>					
02/10/2021	9801509689	PH Lift Chair Battery Charger - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	110.16
02/11/2021	9803033506	Plimmer HVAC Parts - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	71.70
02/11/2021	9803033514	Plimmer HVAC Parts - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	54.81
02/11/2021	9803033522	Plimmer HVAC Parts - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	24.34
02/12/2021	9804253699	Door Stoppers - BRAC Project (FFE)	600-600-650-9610-75100	Capital-BRAC-Expansion	182.28
02/12/2021	9804874577	BRAC HVAC Belt - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	24.87
02/16/2021	9807649612	Pool Corridor Locker Stickers - Processes	600-600-650-9610-75100	Capital-BRAC-Expansion	94.50
02/22/2021	9813386365	ACC HVAC Pulley Key - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	4.69
02/25/2021	9818061922	B&G Supplies	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	355.32
02/26/2021	9819839060	BRAC Gym and Pool Bulbs - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	532.98
02/05/2021	9797183341	Oaks Bulbs - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	146.80
<b>Vendor 10380 - Grainger Total:</b>					<b>1,602.45</b>
<b>Vendor: 10400 - Heritage FS, Inc.</b>					
02/10/2021	32005017	Fuel Tank 1 - Grounds	100-170-101-1010-63190	Fuel Purchases	39.47
02/10/2021	32005017	Fuel Tank 1 - Grounds	100-171-101-1010-63190	Fuel Purchases	248.10
02/10/2021	32005017	Fuel Tank 1 - Grounds	100-172-101-1010-63190	Fuel Purchases	276.30
02/10/2021	32005018	Fuel Tank 2 - Grounds	100-170-101-1010-63190	Fuel Purchases	51.60
02/10/2021	32005018	Fuel Tank 2 - Grounds	100-171-101-1010-63190	Fuel Purchases	324.32
02/10/2021	32005018	Fuel Tank 2 - Grounds	100-172-101-1010-63190	Fuel Purchases	361.18
02/10/2021	32005019	Fuel Tank 3 - Grounds	100-170-101-1010-63190	Fuel Purchases	145.46
02/10/2021	32005019	Fuel Tank 3 - Grounds	100-171-101-1010-63190	Fuel Purchases	914.29
02/10/2021	32005019	Fuel Tank 3 - Grounds	100-172-101-1010-63190	Fuel Purchases	1,018.18
02/26/2021	32005139	Fuel Tank #1 - Grounds	100-170-101-1010-63190	Fuel Purchases	40.57
02/26/2021	32005139	Fuel Tank #1 - Grounds	100-171-101-1010-63190	Fuel Purchases	255.02
02/26/2021	32005139	Fuel Tank #1 - Grounds	100-172-101-1010-63190	Fuel Purchases	284.01
02/26/2021	32005140	Fuel Tank #3 - Grounds	100-170-101-1010-63190	Fuel Purchases	165.11
02/26/2021	32005140	Fuel Tank #3 - Grounds	100-171-101-1010-63190	Fuel Purchases	1,037.84
02/26/2021	32005140	Fuel Tank #3 - Grounds	100-172-101-1010-63190	Fuel Purchases	1,155.78
02/26/2021	32005162	Oil & Lubricants - Grounds	100-171-101-1010-63110	Lubricants and Fluids	1,240.30
<b>Vendor 10400 - Heritage FS, Inc. Total:</b>					<b>7,557.53</b>
<b>Vendor: 10440 - Illinois American Water</b>					
02/10/2021	17_220005731813 03/21	Fire Services - Lily Cache Sports Fields	200-102-306-2080-71200	Water-Ball Fields	52.07
02/10/2021	18_220005731806 02/21	Water - Lily Cache Sports Fields	200-102-306-2080-71200	Water-Ball Fields	140.38
02/16/2021	02_210001000336 02/21	Water - Annerino	100-101-101-1010-71200	Water-ACC	155.84

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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
02/16/2021	02_210001000336 02/21	Water - Annerino	200-102-101-2000-71200	Water-ACC	155.84
02/16/2021	03_210001000398 03/21	Fire Services - Annerino	100-101-101-1010-71200	Water-ACC	9.70
02/16/2021	03_210001000398 03/21	Fire Services - Annerino	200-102-101-2000-71200	Water-ACC	9.70
02/16/2021	04_210001347592 02/21	Water - B&G	100-170-101-1010-71200	Water-B&G	311.68
02/16/2021	05_210001347660 03/21	Fire Services B&G	100-170-101-1010-71200	Water-B&G	96.88
02/16/2021	08_210001615349 02/21	Water-Fire Bulldog Park	200-102-306-2080-71200	Water-Ball Fields	115.15
02/16/2021	11_210002217946 02/21	Water - B&G	100-170-101-1010-71200	Water-B&G	175.80
02/16/2021	15_220001014974 02/21	Water - Fire Trojan Concession Stand	200-102-306-2080-71200	Water-Ball Fields	65.12
02/16/2021	20_220016222937 02/21	Water-Fire Wipfler	200-102-306-2080-71200	Water-Ball Fields	44.76
02/18/2021	01_210000580204 02/21	Remington Lakes PIT - Water & Fire Protection	200-102-306-2080-71200	Water-Ball Fields	140.85
02/18/2021	12_210003536480 02/21	Water - DD	200-102-101-2040-71200	Water-DD	71.03
02/18/2021	13_210003536558 03/21	Fire Services - DD	200-102-101-2040-71200	Water-DD	19.40
02/18/2021	16_220004478867 02/21	Water - Indian Boundary Park	200-102-306-2080-71200	Water-Ball Fields	37.95
02/19/2021	07_210001384058 03/21	Fire Services - BRAC	200-102-101-2020-71200	Water-BRAC	37.41
02/19/2021	07_210001384058 03/21	Fire Service - BRAC	200-250-308-5800-71200	Water-AQ	187.02
02/19/2021	07_210001384058 03/21	Fire Services - BRAC	200-251-290-6000-71200	Water-Fitness	24.94
02/19/2021	14_210002109922 02/21	Water - Pelican Harbor	200-250-308-5800-71200	Water-AQ	175.80
02/19/2021	19_220006393214 02/21	Water-Fire Indian Boundary Concessions	200-102-306-2080-71200	Water-Ball Fields	68.09
02/22/2021	06_210001383994 02/21	Water - BRAC	200-102-101-2020-71200	Water-BRAC	510.98
02/22/2021	06_210001383994 02/21	Water - BRAC	200-250-308-5800-71200	Water-AQ	2,554.92
02/22/2021	06_210001383994 02/21	Water - BRAC	200-251-290-6000-71200	Water-Fitness	340.66
02/24/2021	09_210001975768 02/21	Water - Hidden Oaks	300-300-308-9000-71200	Water-Oaks	204.81
02/24/2021	21_210003373658 02/21	Water - Boan Woods	300-300-308-9000-71200	Water-Oaks	42.30
03/01/2021	10_210001975836 03/21	Fire Services - Hidden Oaks	300-300-308-9000-71200	Water-Oaks	200.97
<b>Vendor 10440 - Illinois American Water Total:</b>					<b>5,950.05</b>
<b>Vendor: 11204 - Illinois Material Handling</b>					
01/28/2021	622160724	Forklift Annual Inspection - Grounds	100-171-101-1010-65300	Equipment Maintenance & Repairs	179.69
<b>Vendor 11204 - Illinois Material Handling Total:</b>					<b>179.69</b>
<b>Vendor: 10488 - Jim's Truck Inspection Repair</b>					
02/11/2021	185185	Truck 2 State Inspection - NRHT	100-172-101-1010-65200	Vehicle Repair & Service-NR	35.00
02/22/2021	185249	Rec 7 State Inspection - Grounds	100-171-101-1010-65210	Vehicle Repairs & Service-Rec	37.00
02/05/2021	185112	Truck 25 State Inspection - Buildings	100-170-101-1010-65200	Vehicle Repairs & Service-Buildings	35.00
<b>Vendor 10488 - Jim's Truck Inspection Repair Total:</b>					<b>107.00</b>
<b>Vendor: 10491 - John Chase</b>					
01/23/2020	January 2020	January 2020 - Supt of Facilities	200-102-101-1010-63800	Mileage	123.20
02/26/2020	February 2020	February 2020 - Supt of Facilities	200-102-101-1010-63800	Mileage	119.03
03/24/2020	March 2020	March 2020 - Supt of Facilities	200-102-101-1010-63800	Mileage	106.95
<b>Vendor 10491 - John Chase Total:</b>					<b>349.18</b>
<b>Vendor: 10498 - Joliet Suspension, Inc.</b>					
02/04/2021	126447	Truck 2 Parts & Repair - NRHT	100-172-101-1010-65200	Vehicle Repair & Service-NR	322.32
<b>Vendor 10498 - Joliet Suspension, Inc. Total:</b>					<b>322.32</b>
<b>Vendor: 11403 - KeepitSafe, Inc.</b>					
02/28/2021	163292	Online Backup Services	100-101-101-1010-62200	Computer Maintenance & Support	3,073.95
<b>Vendor 11403 - KeepitSafe, Inc. Total:</b>					<b>3,073.95</b>
<b>Vendor: 11108 - Kemper Sports</b>					
03/01/2021	00064923	Kemper Management Fee	400-475-475-5550-62500	Contractual Services-Management Fee	7,472.17
<b>Vendor 11108 - Kemper Sports Total:</b>					<b>7,472.17</b>
<b>Vendor: 11488 - Kranz, Inc. Div. Imperial Dade</b>					
02/10/2021	1742110-02	Custodial Supplies ACC - Buildings	100-170-101-1010-63110	Supplies-Custodial	14.94

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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
02/16/2021	1743623-00	Custodial Supplies BRAC - Buildings	100-170-101-1010-63110	Supplies-Custodial	639.00
02/16/2021	1743626-00	Custodial Supplies ACC - Buildings	100-170-101-1010-63110	Supplies-Custodial	251.39
02/26/2021	1743623-01	Custodial Supplies - BRAC	100-170-101-1010-63110	Supplies-Custodial	203.50
02/03/2021	6534683-00	Custodial Supplies - Buildings	100-170-101-1010-65300	Maintenance & Repairs - Equipment	57.44
02/04/2021	1742110-01	Custodial Supplies - Buildings	100-170-101-1010-63110	Supplies-Custodial	123.27
<b>Vendor 11488 - Kranz, Inc. Div. Imperial Dade Total:</b>					<b>1,289.54</b>
<b>Vendor: 11325 - Lakeshore Recycling Systems</b>					
02/11/2021	PS358561	Port-a-let Rental Remington 011521-021121 - Ground	500-575-400-9500-63100	Park Accessibility Materials	91.61
<b>Vendor 11325 - Lakeshore Recycling Systems Total:</b>					<b>91.61</b>
<b>Vendor: 10559 - Les Mills US Trading</b>					
03/01/2021	SIV1029680	Monthly Service Fee Les Mills Group Ex	200-251-292-6020-62000	Contractual Agreements-Group Exercise	532.00
<b>Vendor 10559 - Les Mills US Trading Total:</b>					<b>532.00</b>
<b>Vendor: 10594 - McCann Industries, Inc.</b>					
02/22/2021	P26451	221 Loader Parts - NRHT	100-172-101-1010-65300	Equipment Maintenance & Repairs	136.64
<b>Vendor 10594 - McCann Industries, Inc. Total:</b>					<b>136.64</b>
<b>Vendor: 10595 - McCloud</b>					
02/26/2021	16566532	Pest Management ACC - Buildings	100-170-101-1010-62000	Contractual Services	80.00
02/26/2021	16566533	Pest Management BRAC - Buildings	100-170-101-1010-62000	Contractual Services	70.00
<b>Vendor 10595 - McCloud Total:</b>					<b>150.00</b>
<b>Vendor: 10605 - Menards</b>					
01/27/2021	8427	BRAC Misc Supplies - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	42.56
12/31/2020	7151	HVAC Repair Supplies ASH - Buildings	100-170-101-1010-64000	Equipment	145.49
02/11/2021	9100	Tube Sand for Truck #2, #20 - Grounds	100-171-101-1010-65200	Vehicle Repairs & Service-Grounds	89.80
02/11/2021	9104	ACC Bulbs & Misc. - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	96.08
02/12/2021	9145	ACC Supplies - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	11.75
02/12/2021	9145	HVAC - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	34.48
02/17/2021	9414	BRAC Misc Supplies - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	26.97
02/19/2021	9512	Misc Supplies & Equipment - Buildings	100-170-101-1010-64000	Equipment	6.99
02/19/2021	9512	Misc Supplies & Equipment - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	53.97
02/02/2021	8706	Ashburys Salt for Water Softener - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	15.57
02/02/2021	8706	Oaks Geothermal Glycol 5 Gallons - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	67.86
02/20/2021	9548	Powerwasher for the Pool	200-250-308-5800-63000	Supplies -General	149.99
02/22/2021	9615	Misc Supplies & Equipment - Buildings	100-170-101-1010-64000	Equipment	31.96
02/22/2021	9615	Misc Supplies & Equipment - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	11.98
02/23/2021	9655	Misc Supplies - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	106.35
02/24/2021	9699	Tool - Buildings	100-170-101-1010-64000	Equipment	2.97
02/24/2021	9699	Ashburys Door Stop & Paint Supplies - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	16.64
02/24/2021	9712	BRAC Misc Materials - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	21.07
02/25/2021	9743	Player Bench - Grounds	100-171-101-1010-63120	Materials-Athletic Fields	164.62

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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
02/25/2021	9745	BRAC Misc Materials - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	82.90
02/04/2021	8789	Tech Tools - Buildings	100-170-101-1010-64000	Equipment	10.97
02/04/2021	8789	Misc Supplies - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	18.45
02/05/2021	8827	Custodial Supplies - Buildings	100-170-101-1010-63110	Supplies-Custodial	3.99
02/09/2021	9015	Aquatics Sneeze Guard - BRAC	100-101-101-1010-63090	Supplies - COVID 19	199.98
02/09/2021	9015	BRAC Misc Supplies - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	66.53
<b>Vendor 10605 - Menards Total:</b>					<b>1,479.92</b>
<b>Vendor: 11538 - MetLife</b>					
02/16/2021	INV0000493	Life Insurance - Vol Insurance	100-000-220438	Vol Ins Payable-Term Life Insurance	49.64
02/16/2021	INV0000493	Life Insurance 2021	100-101-101-1010-61430	Healthcare-Life	897.01
<b>Vendor 11538 - MetLife Total:</b>					<b>946.65</b>
<b>Vendor: 10611 - Michael Ochs</b>					
02/27/2021	INV0000500	February Volleyball Officials	200-210-200-4020-62000	Contractual Services-Leagues	348.00
<b>Vendor 10611 - Michael Ochs Total:</b>					<b>348.00</b>
<b>Vendor: 10938 - Mindsight</b>					
02/16/2021	INV3630	Office Phone Replacement-Banquet&Events	810-100-810-9750-87200	Claim Deductibles/Expenditures	295.40
02/02/2021	INV3519	BGNR/BRAC/Oaks Firewall Upgrade	600-600-650-9610-76000	CARP Expenditures-Computers	2,800.00
02/26/2021	INV3687	Cisco Smartnet Service Agreement - 3 Year	100-101-101-1010-62210	Network Maintenance & Support	67,510.34
02/05/2021	INV3541	T-Support Maintenance	100-101-101-1010-62210	Network Maintenance & Support	7,800.00
03/01/2021	INV3696	Network Managed Services	100-101-101-1010-62200	Computer Maintenance & Support	1,625.00
03/03/2021	INV3745	ISI Annual Software Support Renewal	100-101-101-1010-62210	Network Maintenance & Support	1,806.00
03/03/2021	INV3746	Cisco Subsscription Services-Year 1	100-101-101-1010-62210	Network Maintenance & Support	7,777.50
<b>Vendor 10938 - Mindsight Total:</b>					<b>89,614.24</b>
<b>Vendor: 10643 - Muzak LLC</b>					
03/01/2021	55987541	Muzak SubScription-ACC	200-102-101-1010-67000	Marketing-Recreation Services	95.81
03/01/2021	55994391	Muzak SubScription-Pelican Harbor	200-250-308-5800-62000	Contractual Services	55.00
03/01/2021	55994393	Muzak SubScription-BRAC	200-102-101-1010-67000	Marketing-Recreation Services	89.07
<b>Vendor 10643 - Muzak LLC Total:</b>					<b>239.88</b>
<b>Vendor: 10650 - National Recreation &amp; Park Asn</b>					
02/28/2021	13522 - 2021	NRPA Membership Renewal 2021	100-101-101-1010-61200	Dues & Subscriptions	675.00
<b>Vendor 10650 - National Recreation &amp; Park Asn Total:</b>					<b>675.00</b>
<b>Vendor: 10657 - Neuco Inc.</b>					
01/29/2021	4864271	BRAC Misc Supplies - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	112.48
02/01/2021	4868510	Ashburys HVAC - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	151.31
02/19/2021	4923197	ACC HVAC Pulley - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	40.36
02/19/2021	4923202	BRAC HVAC - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	20.50
<b>Vendor 10657 - Neuco Inc. Total:</b>					<b>324.65</b>
<b>Vendor: 10664 - Nicor Gas</b>					
02/26/2021	01_53-69-23-7341 7 02/21	Natural Gas Services - Storage Building	100-101-101-1010-71110	Natural Gas-Storage Building	77.51
02/26/2021	04_03-88-92-9123 7 02/21	Natural Gas Services - B&G	100-170-101-1010-71100	Natural Gas-B&G	1,554.71
03/01/2021	02_32-67-60-2000 4 02/21	Natural Gas Services - BRAC	200-250-308-5800-71100	Natural Gas-AQ	557.47
03/01/2021	03_11-73-40-2000 8 02/21	Natural Gas Services - Annerino	100-101-101-1010-71100	Natural Gas-ACC	1,187.35
03/01/2021	03_11-73-40-2000 8 02/21	Natural Gas Services - Annerino	200-102-101-2000-71100	Natural Gas-ACC	1,187.34

## Expense Approval Report

Due Dates: 03/18/2021 - 03/18/2021

Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
03/01/2021	05_37-26-72-2000 4 02/21	Natural Gas Services - DD	200-102-101-2040-71100	Natural Gas-DD	253.44
				<b>Vendor 10664 - Nicor Gas Total:</b>	<b>4,817.82</b>
<b>Vendor: 10679 - O'Reilly Auto Parts</b>					
02/12/2021	3406-393984	Truck 24 Strut Assembly - Buildings	100-170-101-1010-65200	Vehicle Repairs & Service-Buildings	228.00
				<b>Vendor 10679 - O'Reilly Auto Parts Total:</b>	<b>228.00</b>
<b>Vendor: 10691 - Otis Elevator Company</b>					
02/17/2021	CYS22414001	Ashburys Elevator Testing - Buildings	100-170-101-1010-62000	Contractual Services	415.00
				<b>Vendor 10691 - Otis Elevator Company Total:</b>	<b>415.00</b>
<b>Vendor: 10700 - PC Connection</b>					
02/28/2021	71058964	PCI Compliance Certification	100-101-101-1010-62200	Computer Maintenance & Support	3,400.00
				<b>Vendor 10700 - PC Connection Total:</b>	<b>3,400.00</b>
<b>Vendor: 10711 - Pike Systems, Inc.</b>					
02/12/2021	664308	Custodial Supplies BRAC - Buildings	100-170-101-1010-63110	Supplies-Custodial	105.03
02/12/2021	664309	Custodial Supplies B&G - Buildings	100-170-101-1010-63110	Supplies-Custodial	111.98
				<b>Vendor 10711 - Pike Systems, Inc. Total:</b>	<b>217.01</b>
<b>Vendor: 10716 - Pitney Bowes Inc.</b>					
02/19/2021	INV0000491	Postage Purchase 02/19/2021	100-000-130010	Prepaid Postage Reserve Account	1,000.00
				<b>Vendor 10716 - Pitney Bowes Inc. Total:</b>	<b>1,000.00</b>
<b>Vendor: 10717 - Plainfield Signs</b>					
02/11/2021	17773	Welcome to the Park Sign Paint - Grounds	100-171-101-1010-63130	Materials-Park	36.55
				<b>Vendor 10717 - Plainfield Signs Total:</b>	<b>36.55</b>
<b>Vendor: 10742 - Quantum Marketing</b>					
02/03/2021	25974	Business Cards	100-101-101-1010-63050	Office Supplies	67.61
				<b>Vendor 10742 - Quantum Marketing Total:</b>	<b>67.61</b>
<b>Vendor: 10762 - Regional Truck Equipment</b>					
02/03/2021	225884	Snow Plow Parts - Grounds	100-171-101-1010-65300	Equipment Maintenance & Repairs	419.98
				<b>Vendor 10762 - Regional Truck Equipment Total:</b>	<b>419.98</b>
<b>Vendor: 10767 - Rendel'S GMC Collision Specialists</b>					
02/04/2021	103948	Hustler Mower Parts - NRHT	100-172-101-1010-65300	Equipment Maintenance & Repairs	1,531.31
				<b>Vendor 10767 - Rendel'S GMC Collision Specialists Total:</b>	<b>1,531.31</b>
<b>Vendor: 10798 - Russo Power Equipment</b>					
02/12/2021	SPI10535278	Toro Snow Blower Parts - Grounds	100-171-101-1010-65300	Equipment Maintenance & Repairs	137.91
02/26/2021	SPI0548812	Weedeaters Air Filters - NRHT	100-172-101-1010-65300	Equipment Maintenance & Repairs	39.90
02/26/2021	SPI0548813	Kubota 1100 Snow Blower Parts - NRHT	100-172-101-1010-65300	Equipment Maintenance & Repairs	424.97
02/08/2021	SPI10529665	Premix - Grounds	100-172-101-1010-63190	Fuel Purchases	813.99
				<b>Vendor 10798 - Russo Power Equipment Total:</b>	<b>1,416.77</b>
<b>Vendor: 11473 - Ryan Kertson</b>					
02/26/2021	February 2021	February 2021 - Facility/Athletic Manager	200-102-101-1010-63800	Mileage	52.64
				<b>Vendor 11473 - Ryan Kertson Total:</b>	<b>52.64</b>
<b>Vendor: 11438 - Sikich LLP</b>					
02/03/2021	485649	FY 2020 Audit Fees	800-100-800-9550-62500	Audit Fees	5,500.00
				<b>Vendor 11438 - Sikich LLP Total:</b>	<b>5,500.00</b>
<b>Vendor: 10869 - Sunburst Sportswear, Inc.</b>					
02/03/2021	121618	Lifestyles - Uniforms	200-102-101-2020-63700	Uniforms-BRAC	150.00

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Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
02/03/2021	121618	Lifestyles - Supplies	200-251-290-6000-67000	Marketing-Facility	19.10
<b>Vendor 10869 - Sunburst Sportswear, Inc. Total:</b>					<b>169.10</b>
<b>Vendor: 10891 - The Foundation For Bolingbrook Park</b>					
02/28/2021	INV0000504	Foundation Funds Release 10/01/2020-12/31/2020	100-000-200210	Foundation Payable-Capital	30.00
<b>Vendor 10891 - The Foundation For Bolingbrook Park Total:</b>					<b>30.00</b>
<b>Vendor: 11172 - The Lifeguard Store</b>					
02/23/2021	INV001032207	Rope for Activity Pool	200-250-308-5800-63000	Supplies -General	83.85
02/24/2021	INV001032507	Swim Instructor Suits	200-250-308-5800-63700	Uniforms	200.50
<b>Vendor 11172 - The Lifeguard Store Total:</b>					<b>284.35</b>
<b>Vendor: 10129 - Tina Simpson</b>					
02/28/2021	INV0000505	Start Up Cash-Hidden Lakes	300-000-100200	Facility Cash Drawers & Change Bank	250.00
02/28/2021	INV0000506	Hidden Lakes - May Derby Prize	300-000-100210	Cash Banks for Special Events	130.00
02/28/2021	INV0000506	Hidden Lakes - June Derby Prize	300-000-100210	Cash Banks for Special Events	130.00
02/28/2021	INV0000506	Hidden Lakes - August Derby Prize	300-000-100210	Cash Banks for Special Events	130.00
02/28/2021	INV0000506	Hidden Lakes - September Derby Prize	300-000-100210	Cash Banks for Special Events	130.00
<b>Vendor 10129 - Tina Simpson Total:</b>					<b>770.00</b>
<b>Vendor: 10918 - Tomato House Media</b>					
02/01/2021	2-031	On-Hold Message	200-102-101-1010-67000	Marketing-Recreation Services	380.00
<b>Vendor 10918 - Tomato House Media Total:</b>					<b>380.00</b>
<b>Vendor: 10924 - Trane U.S. Inc.</b>					
02/01/2021	9573920	BRAC Aerobics HVAC Mother Board - Buildings	100-170-101-1010-65130	Maintenance & Repairs - HVAC	967.49
<b>Vendor 10924 - Trane U.S. Inc. Total:</b>					<b>967.49</b>
<b>Vendor: 10930 - Tressler, LLP</b>					
02/22/2021	425990	2020 Tax Appeals	100-101-101-1010-62500	Legal Services	2,000.00
02/05/2021	426445	General Matters	100-101-101-1010-62500	Legal Services	3,900.00
02/05/2021	426446	Corridor-1 Land Purchase	100-101-101-1010-62500	Legal Services	193.50
02/05/2021	426447	Personnel	100-101-101-1010-62500	Legal Services	580.50
02/05/2021	426448	Real Property Matters	100-101-101-1010-62500	Legal Services	1,913.50
<b>Vendor 10930 - Tressler, LLP Total:</b>					<b>8,587.50</b>
<b>Vendor: 10944 - United Healthcare</b>					
02/10/2021	676293737518	Medical Insurance March 2021	100-101-101-1010-61400	Healthcare-Medical	54,408.44
<b>Vendor 10944 - United Healthcare Total:</b>					<b>54,408.44</b>
<b>Vendor: 10955 - Upland Design Ltd.</b>					
02/25/2021	20-873-02R	Drafke Park Playground	600-600-650-9610-76269	CARP-Drafke-Playground	4,953.57
02/25/2021	20-873-02R	Ivanhoe Park Playground	600-600-650-9610-76270	CARP-Ivanhoe Park-Playground	4,953.00
02/25/2021	20-873-02R	Plimmer Playground	600-600-650-9610-76271	CARP-Plimmer Park-Playground	4,953.00
02/25/2021	20-873-02R	The Forest Park Playground	600-600-650-9610-76272	CARP-The Forest-Playground	4,953.00
02/25/2021	20-874-02R	OSLAD - Century Park Consulting Fees (Architect)	600-600-650-9610-76256	CARP-Century Park-Park Design Project (OSLAD)	12,550.98
<b>Vendor 10955 - Upland Design Ltd. Total:</b>					<b>32,363.55</b>
<b>Vendor: 10964 - Verizon Wireless</b>					
02/15/2021	9873461098 CR	Cellular Service	200-102-310-2020-70100	Cellular Service-BRAC Childcare	-11.99
02/15/2021	9873461098	Cellular Service	100-101-101-1010-70100	Cellular Service	517.49
02/15/2021	9873461098	Cellular Service	100-170-101-1010-70100	Cellular Service	320.60
02/15/2021	9873461098	Cellular Service	100-171-101-1010-70100	Cellular Service	142.21
02/15/2021	9873461098	Cellular Service	100-172-101-1010-70100	Cellular Service	221.67
02/15/2021	9873461098	Cellular Service	200-102-101-1010-70100	Cellular Service	408.83
02/15/2021	9873461098	Cellular Service	200-203-200-3200-70100	Cellular Service-Summer Camp	21.36
02/15/2021	9873461098	Cellular Service	200-250-308-5800-70100	Cellular Service-Aquatics	104.74
02/15/2021	9873461098	Cellular Service	200-251-290-6000-70100	Cellular Service-Fitness	36.01
02/15/2021	9873461098	Cellular Service	300-300-308-9000-70100	Cellular Services-Hidden Oaks	64.68
02/23/2021	9874091408	Cellular Data Services	100-170-101-1010-70100	Cellular Service	32.68

## Expense Approval Report

Due Dates: 03/18/2021 - 03/18/2021

Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
02/23/2021	9874091408	Cellular Data Service	100-171-101-1010-70100	Cellular Service	16.34
02/23/2021	9874091408	Cellular Data Service	200-102-101-1010-67000	Marketing-Recreation Services	8.17
02/23/2021	9874091408	Cellular Data Service	200-250-308-5800-67000	Marketing-Aquatics	8.17
02/23/2021	9874091408	Cellular Data Service	200-251-290-6000-67010	Marketing Retention-Facility	8.17
02/23/2021	9874091408	Cellular Data Service	300-300-308-9000-67000	Marketing-Hidden Oaks	8.17
<b>Vendor 10964 - Verizon Wireless Total:</b>					<b>1,907.30</b>

**Vendor: 10966 - Vermont Systems, Inc.**

02/26/2021	69080	WebTrac Hosting Service - 1 Year	600-600-650-9610-76000	CARP Expenditures-Computers	1,250.00
<b>Vendor 10966 - Vermont Systems, Inc. Total:</b>					<b>1,250.00</b>

**Vendor: 10968 - Village Of Bolingbrook**

02/22/2021	C1189-000571	False Alarm BRAC	200-102-101-2020-63000	Supplies-BRAC	250.00
02/05/2021	C1189-000493	False Alarm BRAC	200-102-101-2020-63000	Supplies-BRAC	250.00
02/09/2021	C1189-000540	False Alarm BRAC	200-102-101-2020-63000	Supplies-BRAC	250.00
02/09/2021	C1189-000541	False Alarm BRAC	200-102-101-2020-63000	Supplies-BRAC	250.00
<b>Vendor 10968 - Village Of Bolingbrook Total:</b>					<b>1,000.00</b>

**Vendor: 11381 - W.B. Olson, Inc.**

03/05/2021	572 18	Construction Costs - BRAC Project	600-600-650-9610-75100	Capital-BRAC-Expansion	46,549.00
03/05/2021	572 18	Construction Costs - PH Lazy River	600-600-650-9610-75140	Capital-PH Outdoor-Lazy River Natural Area Dev	15,661.00
<b>Vendor 11381 - W.B. Olson, Inc. Total:</b>					<b>62,210.00</b>

**Vendor: 10973 - Walmart Community**

01/18/2021	INV0000487	Animal Supplies	300-300-308-9000-63110	Supplies-Animal	3.12
01/22/2021	INV0000488	Misc Supplies - Grounds	100-171-101-1010-63110	Lubricants and Fluids	11.64
01/22/2021	INV0000488	Misc Supplies - Grounds	100-171-101-1010-64000	Equipment	5.28
01/27/2021	INV0000489	Hot Chocolate Hike Supplies	300-300-253-6530-63200	Supplies-Outreach	8.34
01/29/2021	INV0000492	Supplies for Meeting	100-101-101-1010-63000	Director Expense	24.09
02/04/2021	INV0000490	Animal Supplies	300-300-308-9000-63110	Supplies-Animal	18.00
<b>Vendor 10973 - Walmart Community Total:</b>					<b>70.47</b>

**Vendor: 10974 - Warehouse Direct**

02/11/2021	4887717-0	Office Supplies	100-101-101-1010-63050	Office Supplies	8.50
02/17/2021	4891619-0	Office Supplies	100-101-101-1010-63050	Office Supplies	241.50
02/18/2021	4891619-1	Office Supplies	100-101-101-1010-63050	Office Supplies	11.99
02/02/2021	4879339-0	Preschool Supplies	200-214-230-2060-63050	Office Supplies-Oaks Preschool Shared	22.50
02/02/2021	4879339-0	Envelopes	200-214-232-2000-63050	Office Supplies-ACC Preschool Shared	22.00
02/02/2021	4879339-0	Preschool Supplies	200-214-232-2020-63050	Office Supplies-BRAC Preschool Shared	22.00
02/05/2021	4880584-0	Preschool Supplies	200-214-230-2060-63050	Office Supplies-Oaks Preschool Shared	9.84
02/05/2021	4880584-0	Envelopes	200-214-232-2000-63050	Office Supplies-ACC Preschool Shared	9.83
02/05/2021	4880584-0	Envelopes	200-214-232-2020-63050	Office Supplies-BRAC Preschool Shared	9.83
02/05/2021	4883240-0	Office Supplies	100-101-101-1010-63050	Office Supplies	169.50
<b>Vendor 10974 - Warehouse Direct Total:</b>					<b>527.49</b>

**Vendor: 10975 - Waste Management of IL S.W.**

02/26/2021	6158549-2007-6	Refuse & Recycle Facilities 032021 - ACC	100-170-101-1010-62000	Contractual Services	112.46
02/26/2021	6158549-2007-6	Refuse & Recycle Facilities 032021 - Oaks	100-170-101-1010-62000	Contractual Services	27.97
02/26/2021	6158549-2007-6	Refuse & Recycle Facilities 032021 - BRAC	100-170-101-1010-62000	Contractual Services	283.34
02/26/2021	6158549-2007-6	Refuse & Recycle Facilities 032021 - B&G	100-171-101-1010-62020	Contractual Services-Disposal Services	98.12
03/01/2021	3410446-2007-6	B&G Facility Dumpster - Grounds	100-171-101-1010-62020	Contractual Services-Disposal Services	366.57
<b>Vendor 10975 - Waste Management of IL S.W. Total:</b>					<b>888.46</b>



## Expense Approval Report

Due Dates: 03/18/2021 - 03/18/2021

Payable Date	Payable Number	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 11659 - Water Well Solutions Illinois, LLC</b>					
02/02/2021	IL21-02-101	Hidden Lakes Well - Buildings	600-600-650-9610-76240	CARP-HONC-Water Well Renovation	4,300.00
<b>Vendor 11659 - Water Well Solutions Illinois, LLC Total:</b>					<b>4,300.00</b>
<b>Vendor: 11153 - Weissman's Theatrical Supply, Inc</b>					
02/19/2021	214145173	Dance Costumes	200-213-222-4605-63600	Costume Expense-Danceforce	1,462.88
02/26/2021	214155202	Dance Costumes	200-213-222-4605-63600	Costume Expense-Danceforce	254.21
<b>Vendor 11153 - Weissman's Theatrical Supply, Inc Total:</b>					<b>1,717.09</b>
<b>Vendor: 11029 - Zepole Supply</b>					
02/18/2021	080177	Ashburys Oven - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	101.00
02/25/2021	080505	Ashburys Oven Descaler - Buildings	100-170-101-1010-65120	Maintenance & Repairs - Other Facilities	137.12
<b>Vendor 11029 - Zepole Supply Total:</b>					<b>238.12</b>
<b>Grand Total:</b>					<b>446,962.21</b>

**Report Summary****Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - General	223,479.90
200 - Recreation	45,733.05
300 - Museum	5,887.13
400 - Golf Course	26,331.31
500 - Special Recreation	164.76
600 - Capital	139,263.81
800 - Audit	5,500.00
810 - Insurance/Worker's Comp	535.75
840 - Paving & Lighting	66.50
<b>Grand Total:</b>	<b>446,962.21</b>