



AGENDA
REGULAR BOARD MEETING
REMOTE MEETING HELD VIA TELECONFERENCE
(As permitted by Public Act 101-0640)

The President of the Board of Commissioners has determined that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act is not practical or prudent because of the COVID-19 disaster.

Citizens may participate in the zoom meeting by going to the following web address:

<https://us02web.zoom.us/j/86949973253?pwd=djJHUmwvcFpZak9EZzZrU0pBaEtEQT09>

For online video access, please use the following Meeting ID and Password when prompted:

Meeting ID: 869 4997 3253

Password: 123607

Alternatively, the meeting may be accessed by telephone at:

1-312-626-6799, If prompted for the following items, please enter:

Meeting ID: 869 4997 3253, followed by the # symbol

Password: 123607, followed by the # symbol

Citizens will be offered an opportunity to speak to the Board during the public comment portion. To facilitate this and not have individuals speaking over one another, the Park District kindly requests that individuals wishing to address the Board via the conference line during public comment notify the Park District via email, as noted below, of their intent to address the Board. Alternatively, citizens may submit public comments by email prior to the Board meeting, to be announced by the Park Board President during the public comment portion of the meeting. Email submissions (notice of intent to speak or comment via email) should be submitted by Noon on Wednesday, February 9, 2022, and sent to joe.deluce@champaignparks.org.

Wednesday, February 9, 2022
7:00 p.m.

A. CALL TO ORDER

B. PRESENTATION

1. MSA Professional Services – Spalding Tennis Courts Project – Merle Ingersoll

C. COMMENTS FROM THE PUBLIC: *Comments must be limited to not more than three (3) minutes.*

D. COMMUNICATIONS

E. TREASURER’S REPORT

1. Acceptance of the Treasurer’s Report for the Month of January 2022 **(Roll Call Vote)**

F. EXECUTIVE DIRECTOR’S REPORT

1. General Announcements

G. COMMITTEE REPORT

1. Champaign Parks Foundation

H. REPORT OF OFFICERS

1. Attorney's Report
2. President's Report

I. CONSENT AGENDA

All items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately. (Roll Call Vote)

1. Approval of Minutes of the Regular Board Meeting, January 12, 2022
2. Approval of the Minutes of the Executive Session, January 12, 2022
3. Approval of the Minutes of the Special Board Meeting, January 24, 2022
4. Approval of Ratifying Change Orders No 12 – 17 for the Martens Center Construction
5. Approval of Adoption of Ordinance No. 657: Annexing Territory
6. Approval to Apply for the FY23 Illinois Arts Council Grant

J. NEW BUSINESS

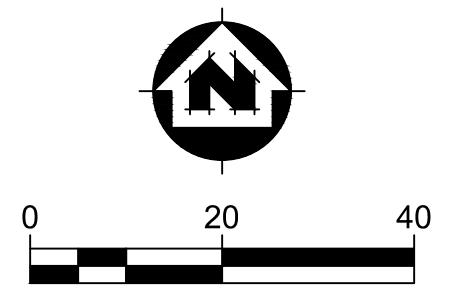
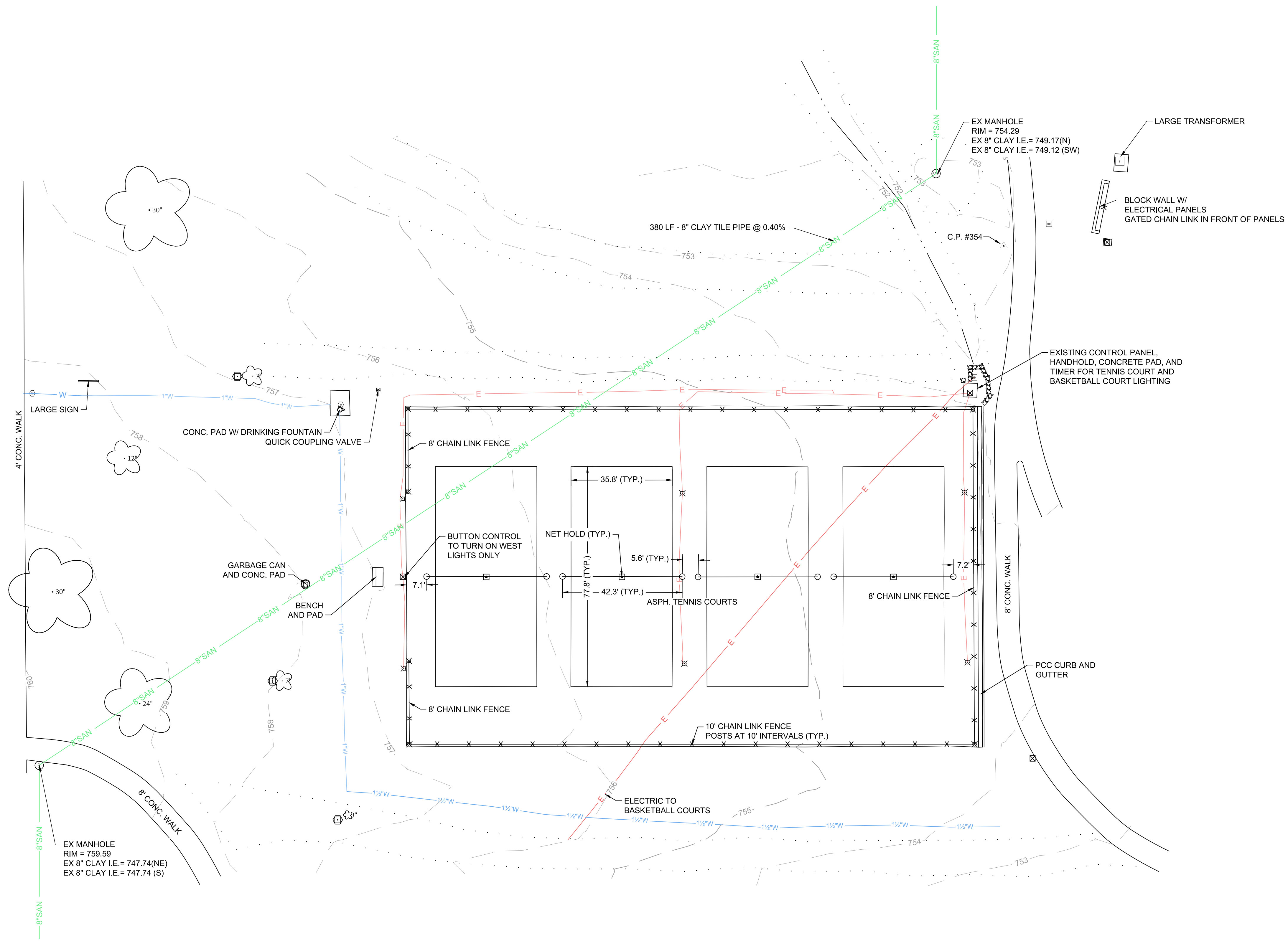
1. Approval of Disbursements
Staff recommends approval of disbursements for the period beginning January 13, 2022 and ending February 9, 2022. **(Roll Call Vote)**
2. Approval of a Resolution and Authorization to file the Abatement Certificate for Series 2013A Bond
Staff recommends that the Board approve a resolution and authorize staff to file the Abatement Certificate for Series 2013A Bond. **(Roll Call Vote)**
3. Approval of Bids for Dog Park Shade Structures and ADA Pathway Installation
Staff recommends awarding bid to the lowest bidder that meets all required specifications, A & A Concrete, at the bid amount of \$24,928.14, and requests the Board to authorize the Executive Director to enter into a contractual agreement for this work. **(Roll Call Vote)**
4. Approval of Bid for HVAC Upgrade at the Douglass Community Center
Staff recommends the awarding of this bid to the lowest bidder that meets all required specifications, Reliable Plumbing and Heating Company, Champaign, IL, at the bid amount of \$52,630, and requests the Board to authorize the Executive Director to enter into a contractual agreement for this work. **(Roll Call Vote)**
5. Approval of Agreement with Human Kinetics, Inc. for Staff Membership at the Martens Center
The staff recommend the agreement with Human Kinetics be approved and authorize the Executive Director to execute the agreement. **(Roll Call Vote)**

K. DISCUSSION ITEMS

1. FYE23 Capital Budget and the 2023-2032 Capital Improvement Plan
2. Agreement with Don Moyer Boys and Girls Club for the Martens Center
3. FY23-FY25 Strategic Plan Priorities & Goals
 - a. Organizational Excellence
 - b. Staff Excellence
 - c. Quality Infrastructure Management

L. COMMENTS FROM COMMISSIONERS

M. ADJOURN



PROJECT DATE:	NO.	DATE	REVISION	BY
NOVEMBER 2021				
DRAFT v00.06				
DESIGNED BY: CBP				
CHECKED BY: MEI				

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 ENGINEERING | ARCHITECTURE | SURVEYING
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 201 W Springfield Avenue, Champaign IL 61820
 (217) 352-6976 www.msa-ps.com
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SPALDING PARK TENNIS COURT IMPROVEMENTS
 CHAMPAIGN PARK DISTRICT
 CITY OF CHAMPAIGN, CHAMPAIGN COUNTY, ILLINOIS

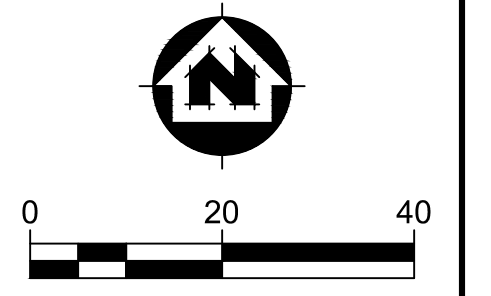
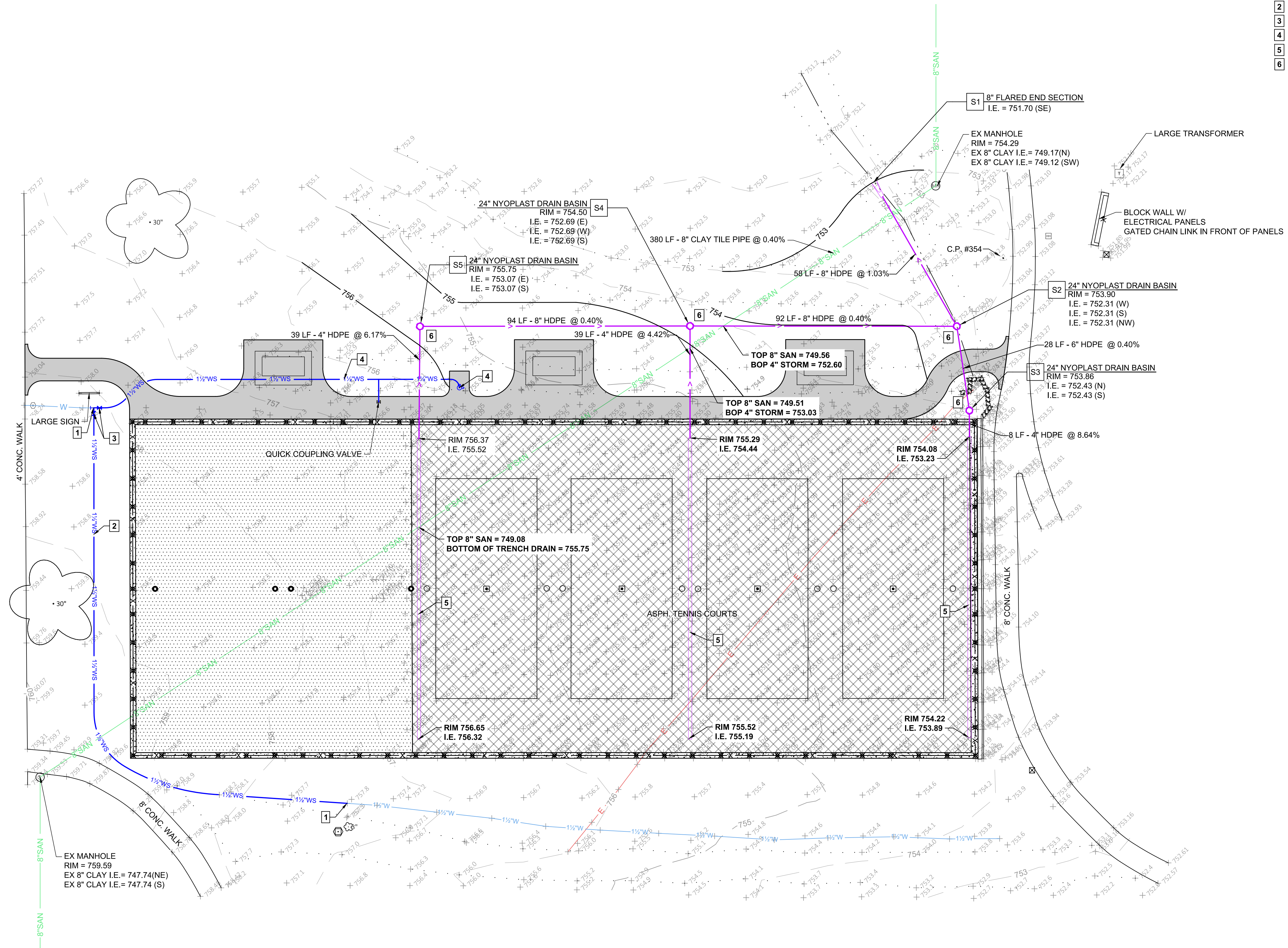
EXISTING TOPOGRAPHY

PROJECT NO. 12431046
SHEET C-101

PLOT DATE: 1/31/2022 11:26 AM, G:\12\124311\12431046\CADD\C3D\12431046 Design.dwg

KEY NOTES

- 1 Connect to existing water service.
- 2 Reroute water service outside of proposed pavement.
- 3 Install water service valve.
- 4 Install water service and drinking fountain.
- 5 32 ea. 39.37" long 4" ACO S100K Power Drains, 105 LF total length.
- 6 24" Nyoplast structure with grate (see details).



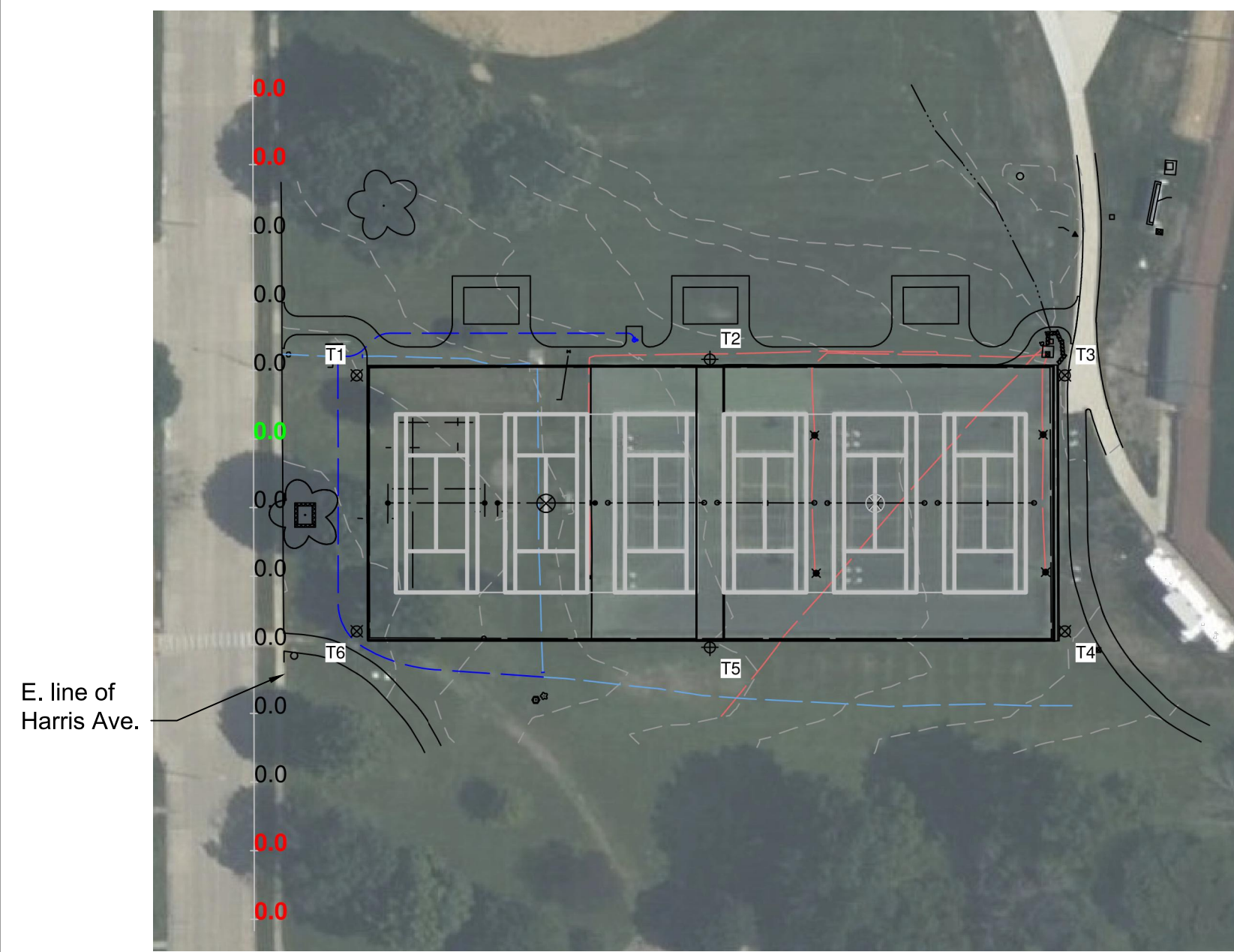
PROJECT DATE: NOVEMBER 2021	DRAWN BY: CBP	NO.	DATE	REVISION	BY
	DESIGNED BY: MEI				
	CHECKED BY: MEI				
DRAFT v00.06					
PLOT DATE: 1/31/2022 11:27 AM, G:\124311\2431046\CADD\C3D1\2431046 Design.dwg					

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SPALDING PARK TENNIS COURT IMPROVEMENTS
 CHAMPAIGN PARK DISTRICT
 CITY OF CHAMPAIGN, CHAMPAIGN COUNTY, ILLINOIS

DRAINAGE AND WATER PLAN

PROJECT NO.
12431046
 SHEET
C-104



EQUIPMENT LIST FOR AREAS SHOWN									
Pole				Luminaires					
QTY	LOCATION	SIZE	GRADE ELEVATION	MOUNTING HEIGHT	LUMINAIRE TYPE	QTY / POLE	THIS GRID	OTHER GRIDS	
4	T1, T3-T4 T6	50'	-	50'	TLC-LED-600	1	1	0	
2	T2, T5	50'	-	50'	TLC-LED-900	2	2	0	
2				50'	TLC-LED-600	2	2	0	
6	TOTALS						16	16	0

Spalding Park Tennis Champaign, IL USA

GRID SUMMARY	
Name:	Road Spill
Spacing:	30.0'
Height:	3.0' above grade

ILLUMINATION SUMMARY	
MAX VERTICAL FOOTCANDLES	
Entire Grid	
Scan Average:	0.0010
Maximum:	0.00
Minimum:	0.00
No. of Points:	13

LUMINAIRE INFORMATION	
Applied Circuits:	A, B
No. of Luminaires:	16
Total Load:	11.76 kW

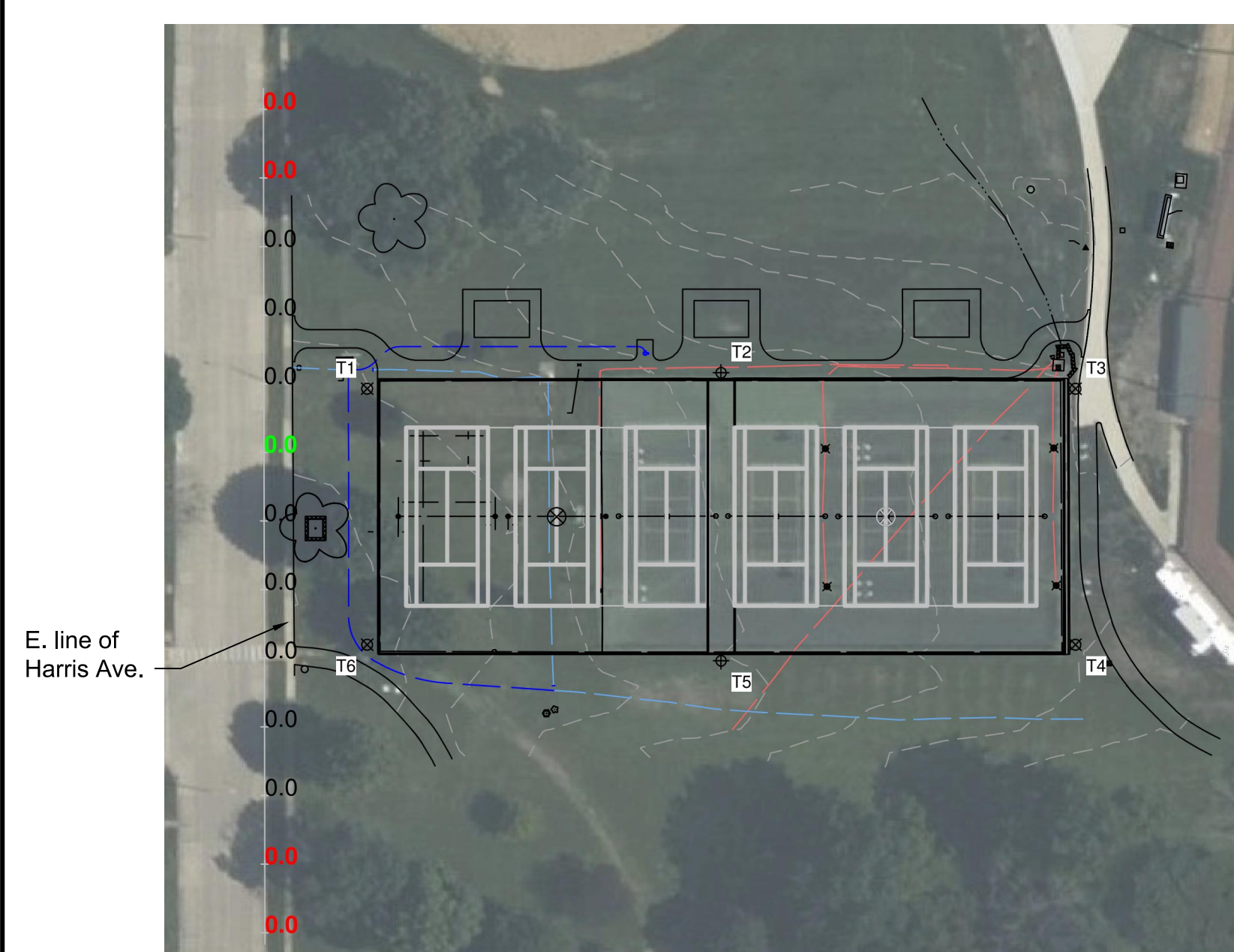
Guaranteed Performance: The ILLUMINATION described above is guaranteed per Warranty document.

Field Measurements: Individual field measurements may vary from computer-calculated predictions and should be taken in accordance with IESNA RP-6-15.

Electrical System Requirements: Refer to Amperage Draw Chart

Installation Requirements: Results assume ± 3% nominal voltage at line side of the driver and structures located within 3 feet (1m) of design locations.

MAX. VERTICAL FOOT CANDLE



EQUIPMENT LIST FOR AREAS SHOWN									
Pole				Luminaires					
QTY	LOCATION	SIZE	GRADE ELEVATION	MOUNTING HEIGHT	LUMINAIRE TYPE	QTY / POLE	THIS GRID	OTHER GRIDS	
4	T1, T3-T4 T6	50'	-	50'	TLC-LED-600	1	1	0	
2	T2, T5	50'	-	50'	TLC-LED-900	2	2	0	
2				50'	TLC-LED-600	2	2	0	
6	TOTALS						16	16	0

Spalding Park Tennis Champaign, IL USA

GRID SUMMARY	
Name:	Road Spill
Spacing:	30.0'
Height:	3.0' above grade

ILLUMINATION SUMMARY	
HORIZONTAL FOOTCANDLES	
Entire Grid	
Scan Average:	0.0005
Maximum:	0.00
Minimum:	0.00
No. of Points:	13

LUMINAIRE INFORMATION	
Applied Circuits:	A, B
No. of Luminaires:	16
Total Load:	11.76 kW

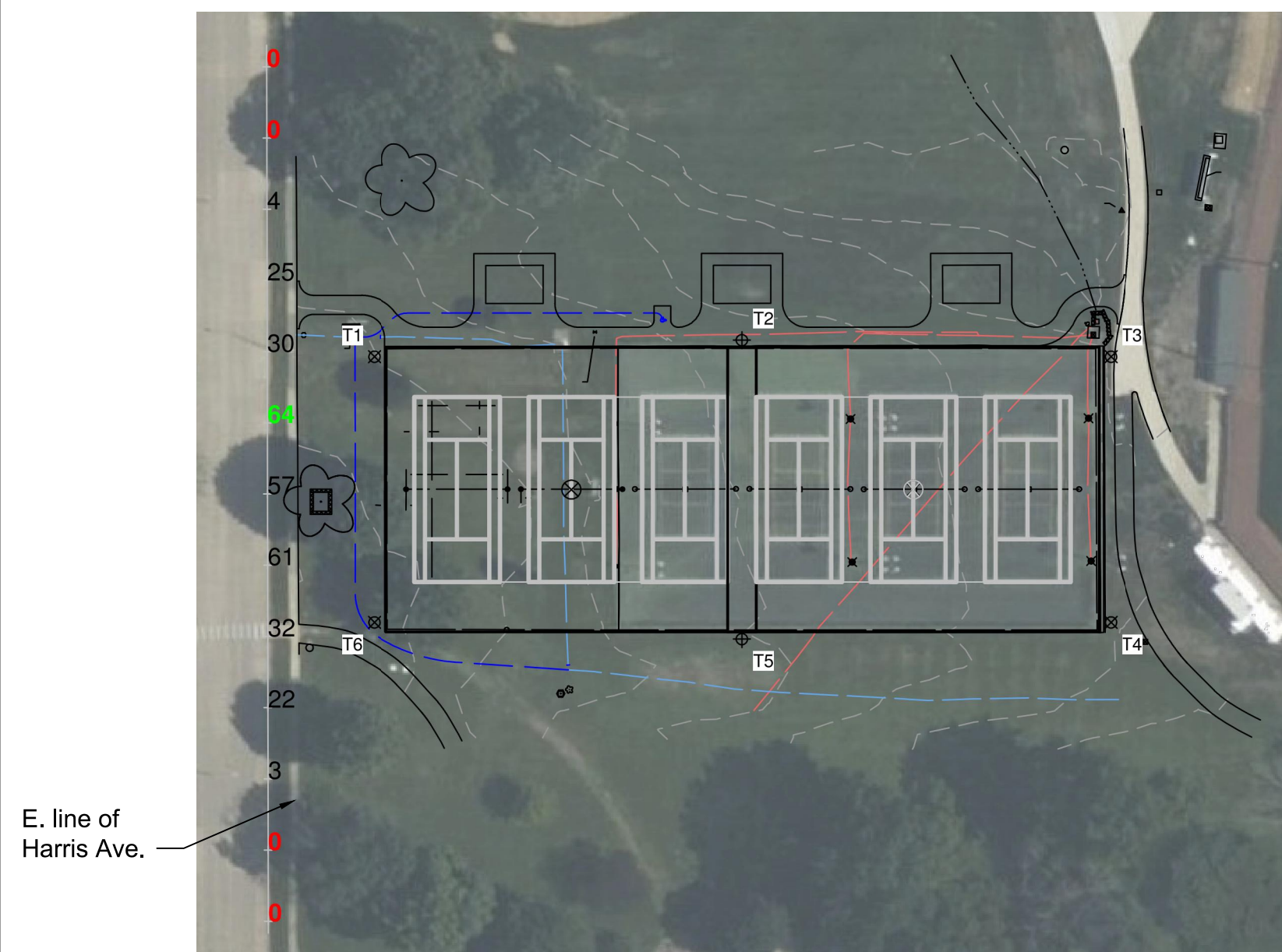
Guaranteed Performance: The ILLUMINATION described above is guaranteed per Warranty document.

Field Measurements: Individual field measurements may vary from computer-calculated predictions and should be taken in accordance with IESNA RP-6-15.

Electrical System Requirements: Refer to Amperage Draw Chart

Installation Requirements: Results assume ± 3% nominal voltage at line side of the driver and structures located within 3 feet (1m) of design locations.

MAX. HORIZONTAL FOOT CANDLE



EQUIPMENT LIST FOR AREAS SHOWN									
Pole				Luminaires					
QTY	LOCATION	SIZE	GRADE ELEVATION	MOUNTING HEIGHT	LUMINAIRE TYPE	QTY / POLE	THIS GRID	OTHER GRIDS	
4	T1, T3-T4 T6	50'	-	50'	TLC-LED-600	1	1	0	
2	T2, T5	50'	-	50'	TLC-LED-900	2	2	0	
2				50'	TLC-LED-600	2	2	0	
6	TOTALS						16	16	0

Spalding Park Tennis Champaign, IL USA

GRID SUMMARY	
Name:	Road Spill
Spacing:	30.0'
Height:	3.0' above grade

ILLUMINATION SUMMARY	
CANDELA (PER FIXTURE)	
Entire Grid	
Scan Average:	22.7835
Maximum:	63.54
Minimum:	0.00
No. of Points:	13

LUMINAIRE INFORMATION	
Applied Circuits:	A, B
No. of Luminaires:	16
Total Load:	11.76 kW

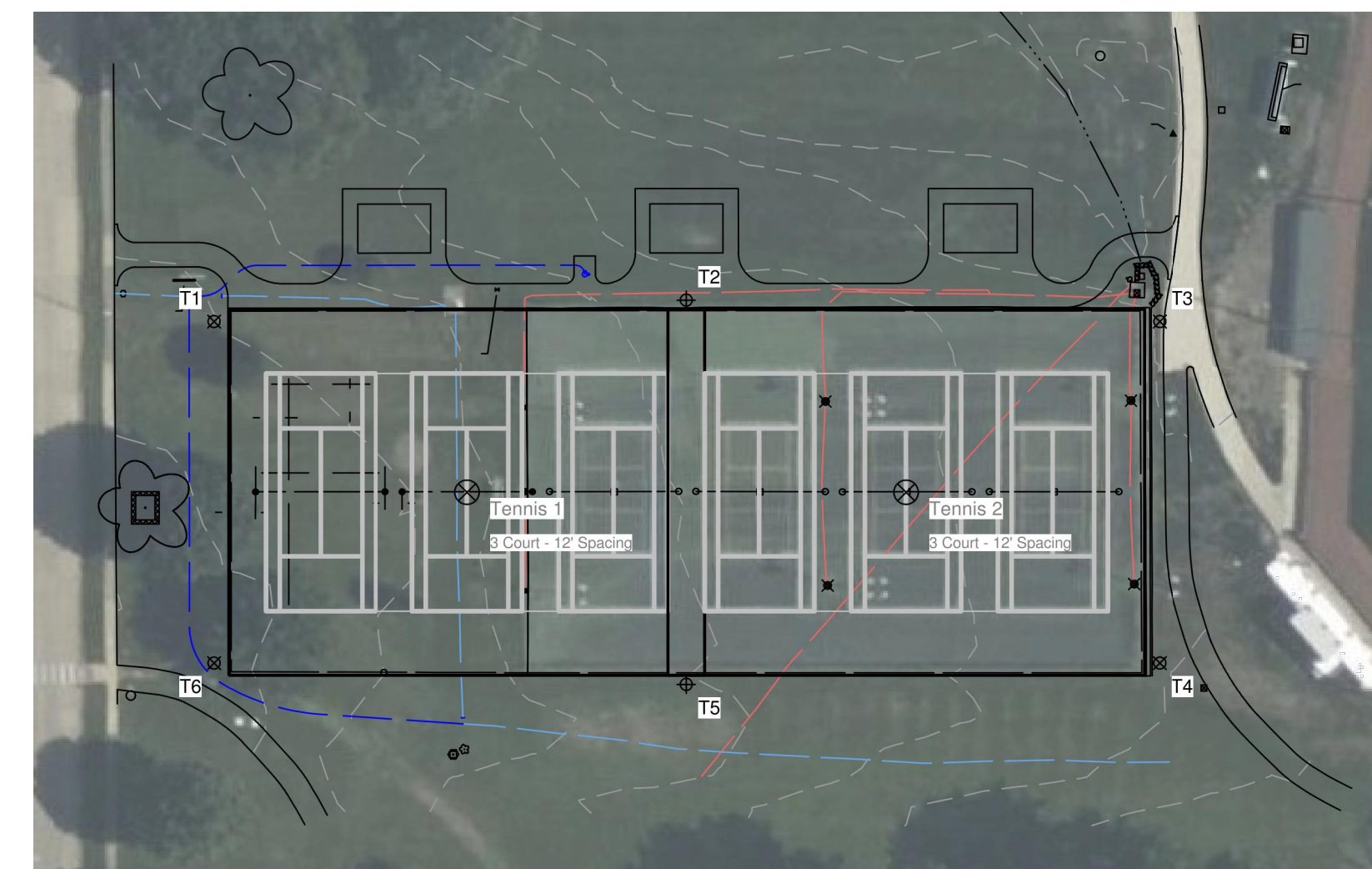
Guaranteed Performance: The ILLUMINATION described above is guaranteed per Warranty document.

Field Measurements: Individual field measurements may vary from computer-calculated predictions and should be taken in accordance with IESNA RP-6-15.

Electrical System Requirements: Refer to Amperage Draw Chart

Installation Requirements: Results assume ± 3% nominal voltage at line side of the driver and structures located within 3 feet (1m) of design locations.

CANDELA MEASUREMENTS PER DESIGN



Spalding Park Tennis Champaign, IL USA

EQUIPMENT LAYOUT	
INCLUDES:	
· Tennis 1	
· Tennis 2	
Electrical System Requirements: Refer to Amperage Draw Chart	
Installation Requirements: Results assume ± 3% nominal voltage at line side of the driver and structures located within 3 feet (1m) of design locations.	

SINGLE LUMINAIRE AMPERAGE DRAW CHART							
Ballast Specifications (.90 min power factor)	Line Amperage Per Luminaire (max draw)						
	208 (60)	220 (60)	240 (60)	277 (60)	347 (60)	380 (60)	480 (60)
Single Phase Voltage	3.4	3.2	3.0	2.6	2.0	1.9	1.5
TLC-LED-600	5.3	5.0	4.6	4.0	3.2	2.9	2.3
TLC-LED-900							

NOTES:
Contractor to install new conduits, wiring, circuits, panel boxes, equipment to provide a complete new system of lighting controlled at the new location.

ENGINEER'S PRELIMINARY COST ESTIMATE

MSA PROFESSIONAL SERVICES
201 W. SPRINGFIELD AVE., SUITE 400
CHAMPAIGN, IL 61820

Notes
 Unit wt. used to calc. Asphalt = 112# / SY / inch

MUNICIPALITY: Champaign Park District
TOWNSHIP: Champaign
LOCATION: Spalding Park - Champaign

PROJECT: Unit 4 Spalding Tennis court Improvements

MSA PROJECT NO: 12431046
DATE PREPARED: February 4, 2022

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
TENNIS COURT IMPROVEMENTS					
001	Mobilization, Insurance, Bonding	LS	1	\$6,400.00	\$6,400.00
002	Tree Removal	LS	4	\$600.00	\$2,400.00
003	Silt fencing, maintain fencing through project	LF	982	\$5.00	\$4,910.00
004	Demolition and removal of existing fencing, poles and foundations, fill holes with flowable fill	LF	580	\$6.00	\$3,480.00
005	Removal of net poles and tennis equipment, store for reinstallation	LS	1	\$1,600.00	\$1,600.00
006	Demolition and removal lights, poles and foundations, fill holes with flowable fill	EA	6	\$6,750.00	\$40,500.00
007	Removal of existing light controls, panels and conduit	LS	1	\$2,000.00	\$2,000.00
008	Sawcut full depth and paving removal on paving edge under fencing	LF	580	\$4.00	\$2,320.00
009	Milling existing court surfaces, 1.5" thick mill removal	SY	2,550	\$5.00	\$12,750.00
010	Removal of existing water fountain and conc. pad, cap lines	LS	1	\$600.00	\$600.00
011	Topsoil stripping and set stockpile, 9" depth	CY	503	\$24.00	\$12,072.00
012	Excavation and placement or haul away	CY	395	\$42.00	\$16,590.00
013	PCC walks, 6" on 4" base	SF	4,835	\$14.00	\$67,690.00
014	6" x 2' PCC edging under fence line, jointing at 5' o.c. and under poles	SF	1,664	\$14.00	\$23,296.00
015	Overlay 1.5" Asphalt surface with fabric, approx. 2,552 SY	TON	215	\$122.00	\$26,230.00
016	New asphalt courts, 3" Binder / 3" Surface with fabric on 6" of CA-6, Approximately 1,260 SY = 424 Tons of asphalt	TON	424	\$145.00	\$61,480.00
017	Seal coat and markings, Acrylic surfacing	SY	3,808	\$15.00	\$57,120.00
018	Light poles, electrical wiring, conduits, LED lights and foundations	EA	6	\$32,000.00	\$192,000.00
019	Electrical panel, circuits, breakers, timers, controls, push button strobe, phase lighting and wiring	LS	1	\$6,500.00	\$6,500.00
020	Light system and onsite candela testing	LS	1	\$1,500.00	\$1,500.00
021	Shade shelters, 12' x 20' with foundations and canvas shading	EA	3	\$19,300.00	\$57,900.00
022	Poles, nets, equipment for 2 new tennis courts	EA	2	\$2,500.00	\$5,000.00
023	MDF new water fountain, valves, fittings and concrete pad	EA	1	\$5,750.00	\$5,750.00
024	1.5" water service, connections, fittings and valves	LF	348	\$45.00	\$15,660.00
025	10' high black vinyl coated chainlink fencing and gates	LF	832	\$70.00	\$58,240.00
026	Hydroseeding	SY	2,900	\$2.35	\$6,815.00
027	24" Nyoplast Drain Basins with grates	EA	4	\$3,200.00	\$12,800.00
028	8" Flared end section, CMP	EA	1	\$750.00	\$750.00
029	4" ACO S100K Trench Drains, 0.50% slope, with 4 bolt #99590 grate and concrete edging	LF	315	\$120.00	\$37,800.00

030	4" HDPE storm piping, ADS N-12, non perforated, WT joints	LF	86	\$50.00	\$4,300.00
031	6" HDPE storm piping, ADS N-12, non perforated, WT joints	LF	28	\$58.00	\$1,624.00
032	8" HDPE storm piping, ADS N-12, non perforated, WT joints	LF	244	\$62.00	\$15,128.00
033	Topsoil placement and fine grading	CY	503	\$14.00	\$7,042.00
034	Net post, hardware and foundation	EA	4	\$750.00	\$3,000.00
035	Net anchor, hardware and foundation	EA	2	\$50.00	\$100.00
036	Concrete washout and removal	EA	1	\$1,500.00	\$1,500.00
ALTERNATE BID ITEMS (Not included in subtotal cost)					
A101	Aluminum Bleachers anchored	EA	3	\$3,680.00	\$11,040.00
A102	4" PVC Schedule 40	LF	86	\$55.00	\$4,730.00
A103	6" PVC SDR 35	LF	28	\$64.00	\$1,792.00
A104	8" PVC SDR 35	LF	244	\$70.00	\$17,080.00
A105	9' high Windscreening	LF	534	\$98.00	\$52,332.00
(Doesn't include Alternates) SUBTOTAL FOR TENNIS COURT IMPROVEMENTS					\$774,847.00
CONTINGENCY 7%					\$54,239.29
SUBTOTAL OF CONSTRUCTION COST					\$829,086.29
ENGINEERING DESIGN AND BID PROCESS 7 % of SUBTOTAL					\$58,036.04
CONSTRUCTION PHASE 2 % of SUBTOTAL					\$16,581.73
TOTAL PROJECT COST					\$903,704.06



Professional Services Agreement
MSA Project No. 12431046

This AGREEMENT (Agreement) is made effective, October 15th, 2021, by and between CHAMPAIGN UNIT 4 SCHOOL DISTRICT and CHAMPAIGN PARK DISTRICT (OWNERS) and MSA PROFESSIONAL SERVICES (MSA), which agree as follows:

Project Name: CPD Spalding Tennis Court Improvements

The scope of the work authorized is:

Provide professional services as described on the proposal letter prepared by Merle Ingersoll, Jr. on July 19, 2021. Proposal letter shall become an attachment and part of this agreement.

The schedule to perform the work is:

Approximate Start Date: 10/15/2021
Approximate Completion Date: 8/15//2022

The lump sum fee for the work is:

\$ 71,390.00

The retainer amount required is:

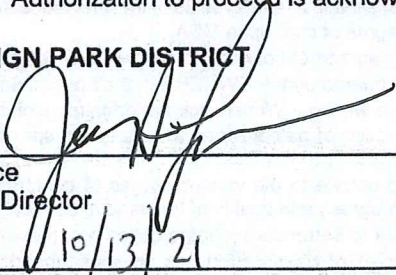
\$ 0.00

NOTE: Work will commence after receipt of signed contract and the retainer.
The retainer will be applied toward the final invoice on this project.

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a lump sum basis with OWNERS to divide payment of the lump sum fee as follows: Champaign Unit 4 School District, sixty-five percent (65%) and Champaign Park District, thirty-five percent (35%).

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CHAMPAIGN PARK DISTRICT

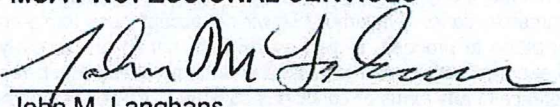


Joe DeLuce
Executive Director

Date: 10/13/21

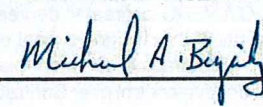
706 Kenwood Road
Champaign, IL 61821
Phone: 217-398-2550
Email: Joe.deLuce@champaignparks.com

MSA PROFESSIONAL SERVICES



John M. Langhans
Vice President, Land Leader

Date: 10/3/2021



Mike Buzicky
Team Leader

Date: 10-3-2021
201 W Springfield Ave. – Suite 400
Phone: 217-403-3364
Email: mingersoll@msa-ps.com

CHAMPAIGN UNIT 4 SCHOOL DIST.



Amy Armstrong
President, Board of Education

Date: 10-11-21

Mellon Bldg. 703 S. New Street
Champaign, IL 61820
Phone: 217-351-3881
Email: munkjo@u4sd.org

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)

1. **Scope and Fee.** The quoted fees and scope of services constitute a lump sum cost of fees and tasks required to perform the services as defined. This agreement upon execution by all parties hereto, can be amended only by written instrument signed by all parties. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction which may alter the scope. MSA will promptly inform the OWNERS in writing of such situations so that changes in this agreement can be made as required. The OWNERS agree to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as may be required for the project

2. **Billing.** MSA will bill the OWNERS monthly. The Champaign Park District and Champaign Unit 4 School District will pay according to the Government Prompt Payment Act for all payments

3. **Costs and Schedules.** Costs and schedule commitments shall be subject to change for delays caused by the OWNERS' failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

4. **Access to Site.** Owners shall furnish right-of-entry on the project site for MSA and, if the site is not owned by Owners, warrants that permission has been granted to make planned explorations pursuant to the scope of services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

5. **Location of Utilities.** Consultant shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owners agree to indemnify and defend Consultant in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to Consultant by others.

6. **Professional Representative.** MSA intends to serve as the OWNERS' professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNERS as a professional. Any opinions of probable project costs, reviews and observations, and other decisions made by MSA for the OWNERS are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not guarantee that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

7. **Construction.** This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.

8. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The OWNERS acknowledge that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNERS in their purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

9. **Construction Site Visits.** MSA shall make visits to the site at intervals appropriate to the various stages of construction as MSA deems necessary in order to observe, as an experienced and qualified design professional, the progress and quality of the various aspects of Contractor's work.

The purpose of MSA's visits to, and representation at the site, will be to enable MSA to better carry out the duties and responsibilities assigned to and undertaken by MSA during the Construction Phase, and in addition, by the exercise of MSA's efforts as an experienced and qualified design professional, to provide for OWNERS a greater degree of confidence that the completed work of Contractor will conform in general to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by Contractor. On the other hand, MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

10. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNERS may, at their option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNERS terminate this Agreement, OWNERS shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

11. **Betterment.** If, due to MSA's error, any required or necessary item or component of the project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNERS' cost of including the omitted item or component

in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

12. Hazardous Substances. OWNERS acknowledge and agree that MSA has had no role in generating, treating, storing, or disposing of hazardous substances or materials which may be present at the project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNERS' behalf for OWNERS' benefit and at OWNERS' direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNERS and shall be returned to OWNERS at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNERS' request and expense and subject to this subparagraph.

13. Insurance. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNERS require coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNERS. The liability of MSA to the OWNERS for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

14. Reuse of Documents. Reuse of any documents and/or services pertaining to this project by the OWNERS or extensions of this project or on any other project shall be at the OWNERS' sole risk. The OWNERS agree to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNERS or by others acting through the OWNERS.

15. Indemnification. MSA agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its commissioners, officers, agents, employees, and representatives against all damages, liabilities or costs, to the extent caused by MSA's negligent performance of professional services under this Agreement and that of its sub-consultants or anyone for whom MSA is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless MSA, its officers, directors, employees and its sub-consultants against all damages, liabilities or costs, to the extent caused by the Client's negligent acts in connection with the Project and that of its contractors, subcontractors or consultants or anyone for whom the Client is legally liable. Neither the Client nor MSA shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

16. Dispute Resolution. OWNERS and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNERS and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, all OWNERS and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNERS and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNERS and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNERS and MSA agree and consent that such matter may be resolved through legal action in any state or federal court having jurisdiction.

17. Exclusion of Special, Indirect, Consequential and Liquidated Damages. Consultant shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project or this contract.

18. State Law. This agreement shall be construed and interpreted in accordance with the laws of the State of Illinois.

19. Jurisdiction. OWNERS hereby irrevocably submits to the jurisdiction of the state courts of the State of Illinois for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNERS further consents that the venue for any legal proceedings related to this Agreement shall be, at MSA's option, Sauk County, Wisconsin, or any county in which MSA has an office.

20. Understanding. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

**AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT
MSA PROFESSIONAL SERVICES AGREEMENT
PROJECT NUMBER 12431046**

THIS AMENDMENT to Agreement for Professional Services Agreement is made and effective as of the 1st day of September, 2021, between MSA PROFESSIONAL SERVICES, 201 W. Springfield Avenue, Suite 400, Champaign, Illinois 61820 (hereinafter referred to as, "MSA"), and the Champaign Park District, 706 Kenwood Road, Champaign, Illinois 61821 and Champaign Unit 4 School District, 703 S. New Street, Champaign, Illinois 61820 (hereinafter referred to as, "OWNERS") and collectively from time to time referred to as, "Parties".

WHEREAS, MSA has proposed a Professional Services Agreement including General Terms and Conditions of Services together with a Scope of Work attached thereto as the Agreement between it and OWNERS (hereinafter referred to as, "Agreement") for a project generally described as the **CPD Spalding Tennis Court Improvements** to be undertaken at OWNERS facilities in Champaign, Illinois as more specifically described therein and herein, as the case may be;

WHEREAS, MSA and OWNERS wish to amend, alter, change, remove or add certain terms, conditions, or provisions set forth in the Agreement; and

WHEREAS, those amendments, alterations, changes, removals or additions are to be included in this Amendment.

NOW, THEREFORE, in consideration of the mutual covenants contained in the Agreement and herein, the receipt and sufficiency of which are hereby acknowledged, MSA and OWNERS hereby agree that the Agreement is hereby amended, altered, changed, and clarified, anything in the Agreement to the contrary notwithstanding with regard to the sections identified herein, as follows:

**GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)
(Utilizing the section numbers therein for convenience)**

1. **Scope and Fee.** The lump sum fee for the work set forth on page 1 of the Professional Services Agreement is the fee for the tasks required to be performed for the services as defined. This Agreement upon execution by all Parties, can be amended only by written instrument signed by all Parties. In the event MSA seeks to alter the price of its services, it shall inform OWNERS thereof, and no such change shall occur unless agreed to in writing by the Parties.

3. **Costs and Schedules.** Costs and schedule commitments may be subject to change for delays caused by the OWNERS failure to provide specified facilities or information or for delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts or regulations of any governmental agency; provided that OWNERS shall not be responsible for failures or delays caused by acts of MSA, suppliers or other governmental agencies. Any such delays of services shall be promptly addressed by the Parties and may be subject to renegotiation of the terms of this Agreement.

12. **Hazardous Substances.** OWNERS acknowledge and agree that MSA has had no role in generating, treating, storing, or disposing of hazardous substances or materials which may be present at the project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or materials at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNERS behalf for OWNERS benefit and at OWNERS direction. Nothing contained within this Agreement shall be construed to interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNERS and shall be returned to OWNERS at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNERS' request and expense and subject to this subparagraph.

MSA shall promptly inform OWNERS of any hazardous substances or materials it encounters or discovers.

13. **Insurance.** MSA shall maintain in effect at its sole expense the following insurance applicable to the work performed hereunder:

- (a) **General Liability:** Commercial General Liability insurance with policy limits of not less than \$1,000,000.00 for each occurrence and \$2,000,000.00 in the aggregate for bodily injury and property damage. The policy shall be properly endorsed or have applicable riders as hereinafter described;
- (b) **Automobile Liability:** Automobile Liability insurance covering owned and rented vehicles operated by MSA with policy limits of not less than \$1,000,000 combined single limit and aggregate for bodily injury and property damage. The policy shall be properly endorsed and/or have appropriate riders as hereinafter described; and
- (c) **Worker's Compensation:** Worker's Compensation insurance at the statutory minimum limits and Employers Liability with a limit of not less than \$1,000,000.00.

OWNERS, its commissioners, officers, agents, employees and volunteers shall be covered and named as additional insureds under the General Liability coverage which shall contain no special limitation on the scope of protection afforded to the additional insureds. The policy and/or coverage shall also contain a "contractual liability" clause.

MSA shall indemnify and hold harmless OWNERS and its commissioners, officers, agents, employees, and volunteers from and against all claims, damages, losses, costs and expenses arising out of or resulting from the performance of the MSA's work, provided that any such claim, damage, loss, cost or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property of any kind or character whatsoever, including the loss of use there from, and (ii) is caused in whole or in part by any wrongful or negligent act or omission of MSA, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except to the extent it is caused by OWNERS. Such obligation shall not be construed to negate, abridge, or otherwise reduce any right or obligation to indemnify which would otherwise exist as to any Party or person described herein. MSA shall similarly protect, indemnify and hold and save harmless OWNERS, its commissioners, officers, agents, employees, and volunteers against and from any and all claims, costs, causes, actions and expenses incurred by reason of MSA's breach of any of its obligations under, or MSA's default in the performance of any provision of this Agreement.

Prior to beginning work, MSA shall furnish OWNERS with certificate(s) of insurance and applicable policy endorsement(s) or riders, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. All certificates shall provide for thirty (30) days written notice to OWNERS prior to cancellation or material change of any insurance referred to therein. Failure of OWNERS to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of OWNERS to identify a deficiency from the evidence that is provided shall not be construed as a waiver of MSA's obligation to provide and maintain such insurance.

All insurance carriers providing the coverage set forth herein shall have a rating of A as assigned by A.M. Best and Co. and satisfactory to OWNERS in its sole discretion.

All insurance coverage provided by MSA shall be primary coverage as to OWNERS. Any insurance or self-insurance maintained by OWNERS shall be in excess of the MSA's and shall not contribute to or with it.

14. **Reuse of Documents.** Reuse of any documents and/or services pertaining to this project by the OWNERS or extensions of this project or on any other project shall be at the OWNERS sole risk. The Parties acknowledge that OWNERS own the documents and/or services pertaining to this Project and shall retain all common law, statutory and other reserved rights, including copyrights, and MSA hereby waives all common law, statutory and other reserved rights, including copyrights, to the documents and/or other services pertaining to this Project. The OWNERS agree to defend, indemnify, and hold harmless MSA for all claims, damages, expenses, and costs arising out of such reuse of the documents and/or services by the OWNERS or by others acting through the OWNERS.

15. **Indemnification.** To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNERS and OWNERS commissioners, officers, directors, members, partners, agents, consultants, volunteers, and employees (hereinafter, "OWNERS") from claims, costs, losses, expenses and damages arising out of or relating to the

PROJECT; provided that, any such claim, cost, loss, expense or damages is attributable to bodily injury, sickness, disease, or death or to injury to or destruction of tangible property, including loss of use resulting therefrom, but only to the extent caused by an act or omission of MSA or MSA's officers, directors, members, partners, agents, employees, or consultants (hereinafter, "MSA"). In no event shall this indemnity agreement apply to contractual or performance claims or disputes between OWNERS and MSA, which shall be subject to other terms and conditions of this Agreement. These indemnity agreement terms apply solely to personal injury or property damage claims of third parties. For this purpose, MSA shall at all times have in place professional liability insurance covering all negligent acts, errors and omissions of MSA in its performance of the Professional Services with policy limits of not less than \$5,000,000.00 in the aggregate. Such coverage shall be written and carried on an occurrence basis. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees.

To the fullest extent permitted by law, OWNERS shall indemnify and hold harmless, MSA and MSA's officers, directors, members, partners, agents, consultants; and employees (hereinafter, "MSA") from claims, costs, losses, expenses and damages arising out of or relating to the PROJECT; provided that, any such claim, cost, loss, expense or damages is attributable to bodily injury, sickness, disease, or death or to injury to or destruction of tangible property, including loss of use resulting therefrom, but only to the extent caused by an act or omission of OWNERS or OWNERS's commissioners, officers, directors, members, partners, agents, consultants, volunteers and employees (hereinafter, "OWNERS"). In no event shall this indemnity agreement apply to contractual or performance claims or disputes between MSA and OWNERS, which shall be subject to other terms and conditions of this Agreement. These indemnity agreement terms apply solely to personal injury or property damage claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that OWNERS is responsible for attorneys' fees.


17. **Exclusion of Special, Indirect, Consequential and Liquidated Damages.** Section 17 is hereby removed.

19. **Jurisdiction.** The Parties hereby irrevocably submit to the jurisdiction of the state courts of the State of Illinois for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. The Parties further consent that venue for any legal proceedings related to this Agreement shall be in Champaign County, Illinois.

20. **Understanding.** This Agreement and any amendment hereto contains the entire understanding between the Parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or affect, and this Agreement supersedes any other prior understanding entered into between the Parties on the subject matter hereto.

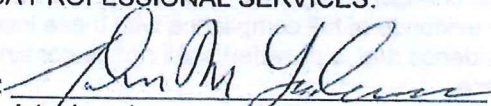
IN WITNESS WHEREOF, OWNERS and MSA have executed this Amendment to be effective as of the day and year first above written.

OWNERS: Champaign Park District, a municipal Corporation

By: 
Joseph DeLuce
Executive Director

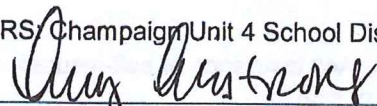
on behalf of Joe DeLuce
Andrea Wallace
Director of Finance

MSA PROFESSIONAL SERVICES:

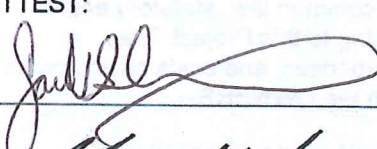
By: 
John Langhans
Vice President, Land Leader

10-3-21

OWNERS: Champaign Unit 4 School District *10/19/21*

By: 
Amy Armstrong
President, Board of Education

ATTEST:

 *10/19/21*

 *10-12-21*



July 19, 2021

Andrew Weiss
706 Kenwood road
Champaign, IL 61821

RE: CPD Spalding Tennis Court Improvements
Spalding Park
Champaign, IL

Dear Andrew:

This proposal letter describes our scope of work for the CPD Spalding Tennis Court Improvements project scheduled for 2021-22 at the CPD Spalding Park in Champaign, Illinois. This scope covers the site schematic layout and preliminary cost estimate provided by MSA that is attached to this letter. I have reviewed the project after our previous conference zoom call on April 27, 2021 with CPD and Unit 4 and prepared a scope of work with costs. If you need anything different than what I am proposing, please let me know and I will revise it to meet your exact needs. Our scope of work and lump sum costs are as follows:

DESIGN PHASE

1. Obtain any input from CPD staff and Unit 4 staff prior to beginning of project.
2. MSA to topo survey the existing tennis court and adjacent area within 25 feet of proposed improvements.
3. Review drainage issues noted by CPD staff and Unit 4 with existing design to the East of tennis courts and adjacent ballfield. MSA to provide suggested solutions in ballfield area but will look for ways to improve drainage coming from the tennis courts into drainage basin to the North. Implement erosion control practices with the construction of the tennis court improvement area.
4. Design and specification of for improvements as listed on the preliminary estimate and schematic for the improved tennis courts. There are presently 4 existing courts. The goal is to improve those courts and add two new courts with improvements shown to the north of new courts.

201 W Springfield Avenue
Suite 400
Champaign, IL 61820

P (217) 352-8978
TF (877) 352-0081
F (217) 356-0570

www.msa-ps.com

5. Preparation of plans, specs, and details for the proposed lighting. All specifications will be implemented into a separate spec book or project manual prepared separately from the plans.
6. It is assumed with this proposal that:
 - That anything beyond what is listed on the attached preliminary estimate will be considered an additional cost.
 - Any equipment, bleachers, nettings, wind screens, ~~foot ball guard netting~~, etc. not mentioned will be an additional expense. These may be listed as an additional budget item in the project for the contractor to purchase for the client. The client or Unit 4 should provide information to MSA on any specific products and models for items mentioned to assure they get what is desired. *pec CPD Board
10/13/21*
 - The project belongs to CPD to be approved by Champaign Park District.
 - The preliminary cost estimate shall be used as a scope of things that are covered in by the schematic.
7. Quantities to be prepared for the project and put into the plans.
8. The plans will generally include the following sheets: Cover Sheet, General Notes and Quantities, General Site Plan, Paving and Striping Plan, Grading & Erosion Plan, Fencing, Shade Shelter Details, Electrical and Lighting Plan, Sewer and Utility and 2-3 sheets of details.
9. Plans to be provided for CPD at 75% completion and 95% for review and any input.

BIDDING PHASE

1. Compilation of civil and electrical plans for inclusion in the District's contract documents. The Champaign Park District will advertise for bids and conduct a bid opening. MSA to assist CPD staff in preparation of the newspaper ad and timeline setting.
2. MSA to send a personal invitation to known area contractors to ensure they are aware of the project.
3. MSA to use Quest to track plan holders, provide bid documents to interested contractors, and post addendums for contractors. All bid documents will be handled through MSA and Quest.
4. Provide up to four (4) sets of plans (hard copies) to the client to distribute as they determine.
5. Respond to any site civil or electrical questions from contractors.

CONSTRUCTION ADMIN PHASE

1. CPD to provide any special Specification documents for special equipment or lighting to be included with bid documents.
2. MSA to provide information and answer questions from awarded contractor.
3. Review civil and electrical shop drawings and cut sheets submitted by contractor.
4. Provide as needed site inspection and meetings on site to assist in getting the construction built in accordance with the plans and specifications.
5. Fill out any grading permits required by the city, client to be responsible for any fees. Any other permits or fees to be required by the city.
6. Provide at least one weekly inspection to check progress and provide any direction to contractor on site. Any other questions or input needed by engineer will be handled by phone unless the engineer feels it is best to visit the site.
7. Perform a post-construction walk-through with CPD and Unit 4 staff and prepare a final punch list of site civil and electrical items to complete the project for satisfactory acceptance.

CONSTRUCTION LAYOUT

1. Provide staking for finished paving, light bases, court edges, sidewalk, and canopy shading structures, water fountain and any drainage with an established grade to finished surface.
2. Set 4 points for outside box of court striping for contractor to use for establishing location of each court.
3. Set a benchmark to be used for construction of site and checks by contractor.
4. Set center of net posts.

Costs will be lump sum and based on the schematic and items covered on the estimate. Anything that may inflate the budget above the estimated cost will be an additional cost. MSA services for this scope of work will be invoiced on a monthly basis and a percentage of what is completed of the phases listed below. It is anticipated that some of the construction schedule may need to finish in the spring or summer of 2022 if there are such delays occurring during the construction of the courts.

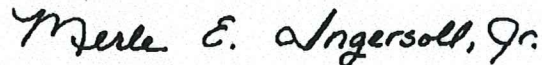
SUMMARY OF COSTS

DESIGN and BIDDING PHASES.....	\$ 55,526.00
<u>CONSTRUCTION ADMIN & LAYOUT PHASE</u>	<u>\$ 15,864.00</u>
TOTAL ENGINEERING FEES	\$ 71,390.00

The above fees are based on a one-time service of items described above. These fees do include all labor, materials, prints mentioned, insurance, travel time, calculations, supervision and quality control with the outlined items described in the above scope of work. Any additional items to be added to the project beyond what was listed in the cost estimate may be an additional charge in design and construction fees.

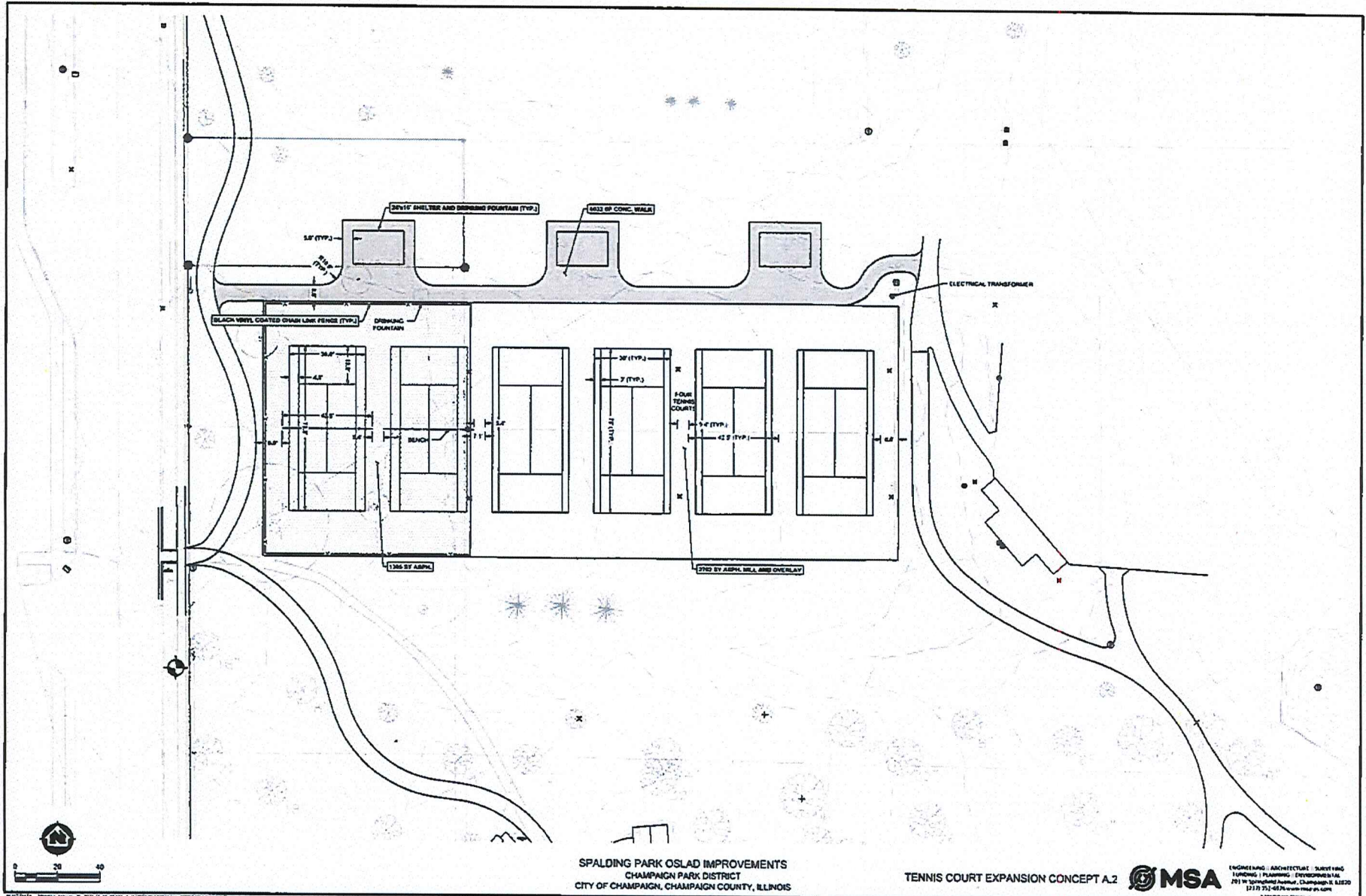
MSA appreciates this opportunity to provide this proposal. Again, if this does not meet your exact needs or you have any questions regarding this proposal, please feel free to contact me anytime. Thank you.

Sincerely,
MSA Professional Services, Inc.



Merle E. Ingersoll, Jr
Senior Project Engineer / Surveyor
Office: 217-403-3364
Cell: 217-840-7785
Email: mingersoll@msa-ps.com

Attachment: Spalding Tennis Court Schematic
Preliminary Cost Estimate



SPALDING PARK OSLAD IMPROVEMENTS
 CHAMPAIGN PARK DISTRICT
 CITY OF CHAMPAIGN, CHAMPAIGN COUNTY, ILLINOIS

TENNIS COURT EXPANSION CONCEPT A.2

MSA ENGINEERING ARCHITECTURE SURVEYING
 LANDSCAPE ARCHITECTURE PLANNING ENVIRONMENTAL
 201 W. Springfield Avenue, Champaign, IL 61820
 (217) 752-6526 www.msa-il.com

ENGINEER'S PRELIMINARY COST ESTIMATE

MSA PROFESSIONAL SERVICES
201 W. SPRINGFIELD AVE., SUITE 400
CHAMPAIGN, IL 61820

Notes
 Unit wt. used to calc. Asphalt = 112# / SY / inch

MUNICIPALITY: Champaign Park District
TOWNSHIP: Champaign
LOCATION: Spalding Park - Champaign

PROJECT: Unit 4 Spalding Tennis court Improvements

MSA PROJECT NO: 13969013
DATE PREPARED: April 30, 2021

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
TENNIS COURT IMPROVEMENTS					
001	Mobilization, Insurance, Bonding	LS	1	\$6,400.00	\$6,400.00
002	Tree Removal	LS	4	\$600.00	\$2,400.00
003	Demolition and removal of existing fencing	LF	400	\$6.00	\$2,400.00
004	Removal of poles and tennis equipment	LS	1	\$1,600.00	\$1,600.00
005	Demolition and removal Lights and poles	EA	6	\$6,750.00	\$40,500.00
006	Milling existing court surfaces, 2" thick mill removal	SY	2,702	\$5.00	\$13,510.00
007	Removal of water fountain and conc. pad	LS	1	\$600.00	\$600.00
008	Excavation and dirtwork	CY	500	\$42.00	\$21,000.00
009	PCC walks, 6" on 4" base	SF	6,032	\$14.00	\$84,448.00
010	Overlay 2" Asphalt surface, approx. 2,702 SY	TON	303	\$122.00	\$36,966.00
011	New asphalt courts, 4" Binder / 2" Surface on 4" of CA-6, Approximately 1,305 SY	TON	439	\$145.00	\$63,655.00
012	6" perforated drain tile with sock	LF	840	\$10.00	\$8,400.00
013	Seal coat and markings, Acrylic surfacing	SY	4,007	\$15.00	\$60,105.00
014	Light poles, electrical and bases	EA	8	\$32,000.00	\$256,000.00
015	Shade shelters	EA	3	\$18,000.00	\$54,000.00
016	Poles, nets, equipment for 2 new tennis courts	EA	2	\$2,500.00	\$5,000.00
017	Water fountain and concrete pad	EA	1	\$5,750.00	\$5,750.00
018	12' high black vinyl coated chainlink fencing and gates, 1.75" mesh	LF	816	\$70.00	\$57,120.00
019	Hydroseeding	SY	2,460	\$2.35	\$5,781.00
SUPPLEMENTAL COSTS					
	Inlets	EA	2	\$1,100.00	\$2,200.00
020	12" storm PVC piping	LF	200	\$45.00	\$9,000.00
021	Silt fencing	LF	800	\$3.75	\$3,000.00
022	Concrete washout and removal	EA	1	\$1,500.00	\$1,500.00
SUBTOTAL FOR TENNIS COURT IMPROVEMENTS					\$741,335.00
CONTINGENCY 7%					\$51,893.45
SUBTOTAL OF CONSTRUCTION COST					\$793,228.45
ENGINEERING DESIGN AND BID PROCESS 7 % of SUBTOTAL					\$55,525.99
CONSTRUCTION PHASE 2 % of SUBTOTAL					\$15,864.57
TOTAL PROJECT COST					\$864,619.01

Spalding Tennis Courts Proposed Schedule			
	Start	Finish	Notes
Design review meeting	4/27/21	4/27/21	Scheduled
Finalize MSA agreement and IGA Amendment	4/28/21	5/3/21	
<i>U4 BOE approval</i>		10/11/21	<i>Due to Tammy the week before</i>
<i>CPD Board approval*</i>		10/13/21	<i>Need CPD board deadline. End of day Thur before Wed mtg.</i>
Design & estimate	10/18/21	1/7/22	
Review CD design & estimate	1/10/21	1/17/22	
<i>U4 BOE approval</i>		2/14/22	
<i>CPD Board approval</i>		2/16/22	
Bidding	2/17/22	3/3/22	Take Bids on March 3, 2022
Open bids		3/3/22	
<i>U4 BOE approval</i>		3/14/22	<i>Due to Tammy the week before</i>
<i>CPD Board approval</i>		3/16/22	<i>Need CPD board deadline</i>
Construction	4/4/22	8/15/22	
Substantial Completion		9/15/22	
Punchlist and Finalize Construction	9/15/22	10/14/22	
Final Completion		10/14/22	
Unit 4 Board Meetings on 2nd Mon. of month			
CPD Board Meetings 2nd Wed of month			
Weather and Material deliveries may cause delays during construction			
Tennis starts in March			

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS**

January 12, 2022

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, January 12, 2022 at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Miller's determination that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Regular Board Meeting occurred pursuant to published notice duly given.

President Miller presided over the meeting. The eight individuals identified below were physically present at the meeting with appropriate social distancing. Citizens were given the opportunity to participate in the teleconference at the web address:

<https://us02web.zoom.us/j/86949973253?pwd=djIHUmwvcFpZak9EZzZrU0pBaEtEQT09> or by calling 312-626-6799. Citizens were also offered the opportunity to submit comments or questions by email prior to the meeting. Those comments were to be announced by President Miller during the public comment portion of the meeting. Email submissions were solicited from the public through a notice of intent to speak or comment to be submitted by noon on Wednesday, January 12, 2022 to be sent to the Executive Director of the Park District at: joe.deluce@champaignparks.org. There were no email comments or questions submitted by citizens for consideration by the Board.

Present in-person: President Kevin J. Miller, Commissioner Barbara J. Kuhl, Joseph DeLuce, Executive Director, Attorney Guy C. Hall, and Jarrod Scheunemann, Secretary and Director of Administrative Services.

Present electronically: Vice President Craig W. Hays, Commissioners Jane L. Solon, Timothy P. McMahon, and Treasurer Brenda Timmons.

Staff present in-person: Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, Heather Miller, Director of Human Resources.

Staff present electronically: Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, Steven Bentz, Director of the Virginia Theatre, Bret Johnson, Assistant Director of Operations, Brittany Fairfield, Aquatics and Fitness Manager, and Stephanie Hege, Virginia Theatre Box Office Manager.

Neil Strack and Brian Kesler of Architectural Expressions, Jean Flood from the League of Women's Voters, Nathan Fleming and Thomas Warda also attended the meeting electronically.

Call to Order

President Miller called the meeting to order at 7:00 p.m.

Presentation

Mr. DeLuce invited Neil Strack of Architectural Expressions to present an update on the costs and elements of the proposed project at Centennial Park. Mr. DeLuce requested discussion about controlled access at the new pickleball complex. Mr. DeLuce highlighted the dog park as the Park District's only outdoor recreation location with controlled access and membership-issued keyless entry remote transmitters. He stated that the Park District does not require membership or keyless entry at its tennis courts.

Discussion and clarifications ensued regarding prioritizing resident use at the proposed pickleball complex, current regulation of use and access at outdoor Park District amenities; ensuring the new pickleball courts are utilized for their intended purpose, offsetting staff wage increases with non-

resident fees; how to prevent members from “sweet-hearting” access to non-members if controlled access is applied; and fencing requirements and expenses related to keyless entry.

President Miller requested clarification about court lighting and potential revenue generated by tournament play. Mr. Strack responded that the pickleball courts would be lit with directional LED lighting to reduce glare for the surrounding neighborhood. Mr. Gleason responded that the inaugural Leonhard Recreation Center indoor pickleball tournament had over one hundred (100) participants who utilized four (4) courts. He expected increased outdoor tournament participation due to the proposed complex’s eight (8) court configuration.

Mr. DeLuce commented that staff would investigate whether any other pickleball complexes require memberships or keyless entry.

Mr. Strack added that the design documents would be ready for bid in spring, and he anticipated the pickleball complex would be open for play this fall.

Commissioner Solon asked if detention basin expansion would be included in phase one. Mr. Strack responded that Architectural Expressions is working with Farnsworth Group, the original designer of the detention basin, to develop a design to increase its capacity to support runoff from the complex.

Comments from the Public

Nathan Fleming from the Village of Savoy commented that he would be willing to pay a non-resident fee to use the pickleball complex.

Communications

President Miller stated that the Board had received and reviewed the communications.

Treasurer’s Report

Treasurer Timmons presented the Treasurer’s Report for the month of December 2021. She stated the Park District’s finances had been reviewed and were found to be in appropriate order.

Discussion ensued about strategies to find a new financial controller.

Vice President Hays made a motion to accept the Treasurer’s Report for the month of December 2021. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Hays – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and President Miller – yes. The motion passed 5-0.

Executive Director’s Report

General Announcements

Mr. DeLuce reported that the health insurance agreement and Don Moyer Boys & Girls Club Martens Center use agreement would be made available to the Board for discussion and action at future meetings. He noted staff has reviewed several updates from PDRMA and is developing a plan to address new requirements.

Mr. DeLuce also offered to organize a Board member tour of the Martens Center construction site.

Committee and Liaison Reports

Champaign Parks Foundation

President Miller presented the report. He reported that Foundation Directors are reviewing Park District planning documents.

Report of Officers

Attorney's Report

Attorney Hall reported that his office continued to advise the Park District on several ongoing matters including the development and revisions of several agreements and policies.

President's Report

None.

Consent Agenda

President Miller stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion.

1. Approval of Minutes of the Joint CPD/UPD Board Meeting, December 2, 2021
2. Approval of Minutes of the Regular Board Meeting, December 8, 2021

Commissioner Kuhl made a motion to approve the Consent Agenda. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: President Miller – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner McMahon – yes; and Commissioner Solon - yes. The motion passed 5-0.

New Business

1. Approval of Disbursements

Staff recommended approval of disbursements for the period beginning December 8, 2021 and ending January 11, 2022.

Vice President Hays made a motion to approve the list of disbursements for the period beginning December 8, 2021 and ending January 11, 2022. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; and President Miller – yes. The motion passed 5-0.

2. Approval of Part-Time and Seasonal Wage Increases

Mr. Gleason presented the report. He stated that Illinois' minimum wage had increased to \$12.00 per hour on January 1, 2022. Mr. Gleason also highlighted several recommended wage increases for positions that require special skills or are locally competitive.

Discussion and clarifications ensued regarding the minimum wage increase and wage increases for Park District positions that require special drivers licenses.

Commissioner Kuhl made a motion to approve the updated seasonal pay rates for FY22 and FY23. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Vice President Hays - yes; President Miller – yes; Commissioner Solon – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

3. Approval of Purchase of Information Technology Equipment for the Martens Center

Mr. Jones reported that staff reviewed the technology equipment needs for the Martens Center and prepared a report for the Board that estimated quantities, expenses, and lead times.

Discussion and clarifications ensued requesting more information about the specific purchases that would be made within the current budget for furniture, fixtures, and equipment for the Martens Center. Mr. DeLuce responded that the Board had approved a budget of \$310,000 at the 12/8/21 Regular Board meeting. He noted that staff had worked to reduce furniture expenses to \$231,076 and technology equipment expenses to \$71,270 to stay within the phase one budget.

Discussion ensued clarifying the original development of the furniture, fixture, and equipment budget and Board expectations of future spending for this budget line item.

Commissioner Kuhl requested that a monthly financial report about the Martens Center project be provided to the Board.

Commissioner Solon highlighted the short serviceable lifespan of technology equipment and that the Board and staff should account for future replacement costs when considering these purchases.

Discussion ensued in regard to Martens Center wayfinding, furniture purchases by the Don Moyer Boys and Girls Club, the equipment purchasing process, and requesting reduced rates from vendors due to the Martens Center underserved population service area.

Commissioner Kuhl made a motion to approve the purchase of technology equipment for the Martens Center totaling \$71,270. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; President Miller – yes; and Commissioner Solon – yes. The motion passed 5-0.

4. Approval of a Resolution Authorizing the Destruction of Recordings of Executive Sessions and Disaster-Related Remote Participation for Regular and Special Meetings

Mr. Scheunemann presented the report. He stated that this action was an annual housekeeping matter. He added that staff recommended approval of a resolution authorizing the destruction of recordings of executive sessions and disaster-related remote participation recordings for Regular and Special Meetings.

Commissioner Solon made a motion to approve a resolution authorizing, approving and ordering the destruction of the verbatim audio records of the following executive sessions and disaster-related remote participation Regular and Special Meetings: February 12, 2020; March 11, 2020; April 8, 2020 (Disaster); April 20, 2020 (Disaster); May 13, 2020 (Disaster); May 27, 2020 (Disaster) June 10, 2020 (Disaster); June 24, 2020 (Disaster); and July 8, 2020 (Disaster). The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner McMahon – yes; and Commissioner Solon – yes. The motion passed 5-0.

Old Business

1. Approval of Purchase of Furniture, Fixtures, and Equipment for the Wellness Room at the Martens Center

Mr. Jones presented the report. He reported that staff had reached out to vendors after the 12/8/21 Regular Board meeting and received reduced and updated estimates from Stocks Furniture and Direct Fitness Solutions. The Don Moyer Boys and Girls Club would now also be required to purchase its own furniture for the Martens Center. The Direct Fitness Solutions product estimate encompassed the first-floor needs. Second floor fitness product would be shifted to phase two if membership and programming registrations signal the need for additional equipment.

Discussion and clarifications ensued regarding the Martens Center financial report, capital campaign contributions, and investment income and fees. Ms. Wallace responded that less than \$200,000 in campaign pledges remain.

Commissioner Kuhl requested a recommendation from Ratio Architects to determine if the Board should consider installing an air filtration system in the Martens Center.

President Miller requested a detailed report about revisions to the furniture estimates and where the furniture would be located throughout the Martens Center. Discussion ensued.

Commissioner Kuhl made a motion to approve the purchase of office furniture and exercise equipment for the wellness room at the Martens Center that have been bid through a cooperative government purchasing program totaling \$231,076.42. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; Commissioner McMahon – yes; and President Miller – yes. The motion passed 5-0.

Discussion Items

1. Park District Facility Fee Schedule

Mr. DeLuce reported that Mr. Jones, Mr. Olson, and Mr. Gleason had calculated that recommended fee increases would generate an estimated additional \$40,000 to \$50,000 in revenue. He also noted that staff are investigating porta-potty vendors to provide renters with multiple preferred vendor options. Mr. DeLuce added that pool renter fees included associated pool staff wages. He stated that the Urbana Park District had agreed to raise dog park fees as part of its reciprocal agreement with the Champaign Park District. Staff are also reviewing non-resident fee policies for programming and are investigating what the market will bear.

Discussion ensued regarding the cancellation of programs if resident participation does not equal minimum participation numbers, increasing specialty service fees, introductory pricing for Martens Center memberships and use, joint-use memberships, offsetting the seven percent (7%) inflation increase, and the targeted approval date for the facility fee schedule.

2. Y23-FY25 Mission, Vision, and Strategic Plan

Mr. Scheunemann presented the report. He highlighted staff's process for gathering input for the Park District's next strategic plan. Mr. Scheunemann outlined the mission, vision, values, workplace culture statements, SWOT analysis, and initiatives, goals, and action steps.

The Commissioners requested a Word version of the strategic plan. Staff were also requested to divide the plan draft into segments for the Board to review and discuss at future Board meetings.

Vice President Hays expressed his desire to conduct business during the first Regular Board meeting of each month and to offer a Study Session for the second Board meeting of each month.

3. FY23 Capital Budget and the 2023-2032 Capital Improvement Plan

Mr. DeLuce reported that Mr. Olson was leading the capital improvement planning process this year.

Mr. Olson noted that he had met with staff throughout the Park District to prepare the capital improvement plan. He added a section representing annual reoccurring capital projects totaling \$1,200,000. New or rollover projects totaled \$1,878,000. Mr. Olson commented that pandemic-related supply chain and contractor staff absenteeism challenges would continue into the foreseeable future.

He also stated that the Board and staff could choose to reduce the number of capital improvement projects this year after a few years of major construction work.

Commissioner Solon commented that a reduced capital improvement project load would be helpful with regard to opening the Martens Center and finishing the Spalding Park renovation.

President Miller stated that he appreciates the annual placeholders for reoccurring projects.

4. COVID-19 Protocol at the Virginia Theatre

President Miller reported that the Park District had been following the CDC and Champaign-Urbana Public Health Department's COVID-19 regulations by mandating masking at all indoor facilities, including the Virginia Theatre, as well as eliminating concessions to limit the need for patrons to lower their masks when attending events.

Mr. DeLuce added that other local large indoor event providers such as the University of Illinois and Unit 4 School District had adopted a COVID-19 vaccine or negative test entry policy.

Mr. Bentz noted that the COVID-19 vaccine or negative test entry policies had been widely adopted at theaters across the country and that the Virginia Theatre's staff were prepared to implement the protocol while doing their best to limit wait times for entry.

Discussion ensued praising Virginia Theatre staff for their resilience, masking enforcement, and creativity, the impacts of potential policy changes, and the status of current ticket sales.

It was the consensus of the Board to continue to follow CDC and Champaign-Urbana Public Health Department regulations at the Virginia Theatre.

Comments from Commissioners

None.

Executive Session

Vice President Hays moved pursuant to the bases set forth below to convene into Executive Session. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahan – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner Solon – yes; and President Miller - yes. The motion passed 5-0. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting and (c)(21) for the discussion of minutes of meetings lawfully closed under this Act, whether for purpose of approval by body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Return to Regular Meeting

Following the adjournment of the Executive Session, the Board reconvened in open meeting.

Executive Session Action Item

Approval to Make Available for Public Viewing Executive Session Minutes

Commissioner Solon made a motion to approve making available for public viewing certain minutes from Executive Session meetings on approval making available for public viewing certain minutes from Executive Session meetings on May 24, 2017, July 11, 2018, July 14, 2021, and July 28, 2021. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller –

yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner Solon – yes; and Commissioner McMahon – yes. The motion passed 5-0.

Adjourn

After the Executive Session, there being no further business to come before the Board, Vice President Hays made a motion to adjourn the meeting. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Vice President Hays – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; President Miller – yes; and Commissioner McMahon – yes. The motion passed 5-0 and the meeting was adjourned at 9:22 p.m.

Approved:

Kevin J. Miller, President

Jarrod Scheunemann, Secretary

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE STUDY SESSION
BOARD OF PARK COMMISSIONERS**

January 24, 2021

The Champaign Park District Board of Commissioners held a Study Session on Wednesday, January 24, 2021 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Miller's determination that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Special Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The six individuals identified below were physically present at the meeting with appropriate social distancing. Citizens were given the opportunity to participate in the teleconference at the web address: <https://us02web.zoom.us/j/84640042351?pwd=QXNsZ3BNck9FNjJBRDVmTnlTaFBOUT09> or by calling 312-626-6799. Citizens were also offered the opportunity to submit comments or questions by email prior to the meeting. Those comments were to be announced by President Miller during the public comment portion of the meeting. Email submissions were solicited from the public through a notice of intent to speak or comment to be submitted by noon on Wednesday, January 24, 2022 to the Executive Director of the Park District at: joe.deluce@champaignparks.org. There were no email comments or questions submitted by citizens for consideration by the Board.

Present in-person: President Kevin J. Miller, Commissioners Barbara J. Kuhl and Jane L. Solon, Joseph DeLuce, Executive Director, and Jarrod Scheunemann, Director of Administrative Services/Secretary.

Present electronically: Vice President Craig W. Hays and Attorney Guy C. Hall.

Excused absence: Commissioner Timothy P. McMahon and Treasurer Brenda Timmons were absent with prior notice.

Staff present in-person: Heather Miller, Director of Human Resources.

Staff present electronically: Andrea Wallace, Director of Finance, Chelsea Norton, Director of Marketing and Communications, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, and Steven Bentz, Director of the Virginia Theatre.

Jean Flood from the League of Women Voters also attended the meeting electronically.

Call to Order

President Miller called the meeting to order at 5:30 p.m.

Comments from the Public

None.

New Business

1. Approval of Health Insurance Rates for 2022-2023

Ms. Miller presented the report. She stated that staff recommends approval of the health insurance rates for 2022/2023. The plan was approved by the Benefits Advisory Committee and the Champaign City Council on January 18, 2022.

Discussion and clarifications ensued related to the overall budgetary impact, point of service option, and employee plan selection and qualifications.

Commissioner Kuhl made a motion to approve the health insurance rates for 2022/2023. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; and President Miller – yes. The motion passed 4-0.

Discussion

1. FYE23 Capital Budget and the 2023-2032 Capital Improvement Plan

Mr. Olson reported that the capital improvement plan (CIP) had been presented to the Board as a discussion item during the January 12, 2022 Regular Board meeting. Staff requested the Board to continue discussion about the CIP with focus on determining consensus regarding the reoccurring annual general maintenance items.

Vice President Hays requested more information about the annual repair schedule for Parkland Way and the timeline for release of state and federal infrastructure grant dollars. Mr. Olson responded that the annual reoccurring expenses that were itemized for Parkland Way are one-to-one replacements of the worst sections of road.

Mr. DeLuce added that at one time the City had been willing to assume ownership of Parkland Way if the road met the City's street standards. He noted that the Board would need to allocate considerable resources to upgrade Parkland Way to meet these standards.

Commissioner Kuhl requested staff organize a meeting to address Parkland Way with the City and Parkland College. Discussion ensued.

Discussion and clarifications ensued regarding the CIP estimates and timelines for roofing, playgrounds, and sculptures.

2. FY23-FY25 Strategic Plan

Mr. Scheunemann presented the report. He reported that revisions had been made to the plan per previous Board discussions. Mr. Scheunemann requested that the Board review and discuss the mission statement, vision statement, values statements, and two of the five strategic priorities: customer & community focus and financial strength.

Discussion ensued regarding community engagement, the development of diverse programming, customer retention, safety, internal processes, PayCom concerns, grants, and Parks Foundation goals.

Mr. Scheunemann noted that the remaining strategic priorities would be presented to the Board for discussion at future meetings prior to a request for Board approval of the strategic plan.

Comments from Commissioners

Commissioner Solon requested staff notify Board members when Martens Center change orders are initiated. She also requested exhibits for each change order request to better understand the history and context of each request.

Commissioner Kuhl responded that it is important for the Board to set a strategic plan goal to evaluate and communicate its needs to determine the most efficient and effective manner for the Board and staff to work together.

Adjourn

There being no further business to come before the Board, Vice President Hays made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; President Miller – yes; Vice President Hays – yes; and Commissioner Solon – yes. The motion passed 4-0 and the meeting was adjourned at 6:50 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 4, 2022

SUBJECT: Approval of a Resolution Ratifying Change Orders 12 Through 17 for Martens Center Construction

Background

Construction is underway at the Martens Center. Park District Attorney recommends ratification (attachment 2) of attendant construction change orders when their cumulative value exceeds staff spending authority. In the course of building and in the interest construction schedule, the following change orders reviewed/authored by Ratio Architects have been executed:

No.	Amount (\$)	Description	Remarks
12	4,133.42	Sidewalk Elevation Changes	City Paying 50%
13	2,221.79	Fire Permit Requirements	Required by City
14	2,366.91	Electrified Door Access Hardware	Required by City
15	8,330.47	Kitchen Counter Modifications	Required by Health Department
16	-2,018.70	Door Hardware Reconciliation	Required by City
17	3,084.48	Fire Permit Requirements	Required by City

Prior Board Action

January 13, 2021 Regular Meeting—Broeren Russo Builders awarded the Martens Center construction contract.

April 14, 2021 Regular Meeting—Change Order 1 ratified.

June 9, 2021 Regular Meeting—Change Order 2 ratified.

August 11, 2021 Regular Meeting—Change Order 4 ratified; Change Order 6 authorized.

September 8, 2021 Regular Meeting—Change Orders 3, 5, 7-11 ratified.

Budget Impact

The change orders added \$18,118.37 in total to the Martens Center construction contract. The contract sum to date is \$9,670,986.33 as shown on (attachment 1) *Change Order Log*.

Recommended Action

Staff recommends approval of a resolution ratifying Change Orders 12 through 17 to the Broeren Russo construction contract for the Martens Center.

Prepared by:

Andrew Weiss
Director of Planning

Reviewed by:

Joe DeLuce
Executive Director

Martens Center Construction Change Order Log

Current: 4 Feb 2022

Change Order			Amount (\$)			Remarks
Number	Date	Brief Description	Add	Deduct	Contract Sum	
	2/27/2021				9,463,400.00	Original Contract
1	4/6/2021	Building Slab Unsuitable Soils Replacement	55,867.50		9,519,267.50	Ratified at 4/14/2021 Regular Board Meeting
2	7/13/2021	Building Foundation Unsuitable Soils Replacement	58,411.29		9,577,678.79	Ratified at 6/9/2021 Regular Board Meeting
3	7/13/2021	Building Slab Unsuitable Soils Replacement (additional)	4,972.50		9,582,651.29	Ratified at 9/8/2021 Regular Board Meeting
4	7/27/2021	Athletic Equipment Certified Installers	16,000.00		9,598,651.29	Ratified at 8/11/2021 Regular Board Meeting
5	8/2/2021	Additional Brush and Fence Encroachment Clearing	2,675.14		9,601,326.43	Ratified at 9/8/2021 Regular Board Meeting
6	8/4/2021	Five Foot Wide City Sidewalk	34,778.10		9,636,104.53	Authorized at 8/11/2021 Regular Board Meeting
7	8/17/2021	Plumbing Permit Changes	2,198.71		9,638,303.24	Ratified at 9/8/2021 Regular Board Meeting
8	8/17/2021	Illuminated Exit Sign Permit Change	1,445.20		9,639,748.44	Ratified at 9/8/2021 Regular Board Meeting
9	8/17/2021	Fire Department Connection Permit Change	2,801.74		9,642,550.18	Ratified at 9/8/2021 Regular Board Meeting
10	8/17/2021	Ductwork Metal Plate Escutcheon Requirement	2,049.04		9,644,599.22	Ratified at 9/8/2021 Regular Board Meeting
11	8/17/2021	Steel Tube Headers at West Windows Structural	8,268.74		9,652,867.96	Ratified at 9/8/2021 Regular Board Meeting
12	11/12/2021	Sidewalk Elevation Permit Change	4,133.42		9,657,001.38	Executed 11/16/2021
13	11/12/2021	Fire Protection Permit Changes	2,221.79		9,659,223.17	Executed 12/6/2021
14	11/18/2021	Electrified Door Hardware for Access Control	2,366.91		9,661,590.08	Executed 12/6/2021
15	12/30/2021	Public Health Department Permit Requirements	8,330.47		9,669,920.55	Executed 1/19/2022
16	12/30/2021	Door Hardware, Keying, and Signage Reconciliation		2,018.70	9,667,901.85	Executed 1/19/2022
17	1/10/2022	Fire Protection Permit Changes	3,084.48		9,670,986.33	Executed 1/19/2022

RESOLUTION

CHAMPAIGN PARK DISTRICT BOARD OF COMMISSIONERS

Ratification of Martens Center Construction Contract Change Orders 12 Through 17

WHEREAS, the Champaign Park District is a municipal corporation located in Champaign County, Illinois, and is a park district organized and operating pursuant to the provisions of the Park District Code (70 ILCS 1205/1-1 et seq.); and

WHEREAS, the Champaign Park District annually considers and approves a capital budget for each fiscal year commencing May 1 and ending April 30 for various projects; and

WHEREAS, Champaign Park District did enter into a construction contract with Broeren Russo Builders for construction of the Marten Center, effective January 27, 2021; and

WHEREAS, Broeren Russo Builders presented estimate pricing for Change Orders 12 through 17, whereupon Ratio Architects authored Change Orders; and

WHEREAS, Champaign Park District representatives, Ratio Architects, and Broeren Russo Builders determined that the costs associated with Change Orders 12 through 17 total \$18,118.37; and

WHEREAS, Change Orders 12 through 17 to the Construction Contract are germane to the original agreement as signed; and such change is in the best interests of the Champaign Park District and authorized by law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Champaign Park District as follows:

1. Ratify execution of Change Orders 12 through 17 to the Martens Center construction contract with Broeren Russo Builders hereby passed, confirmed, and ratified for the cumulative value of \$18,118.37 as reflected in Change Orders 12 through 17, which are attached hereto as Exhibit "A".

APPROVED by the President and Board of Commissioners of the Champaign Park District this 9th day of February, 2022.

(SEAL)

APPROVED

Jarrod Scheunemann, Secretary

Kevin J. Miller, President



AIA[®]

Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*

Martens Center
1515 N. Market St.
Champaign, IL 61820

CONTRACT INFORMATION:

Contract For: Construction
Date: January 27, 2021

CHANGE ORDER INFORMATION:

Change Order Number: 12
Date: November 12, 2021

OWNER: *(Name and address)*

Champaign Park District
706 Kenwood Rd.
Champaign, IL 61821

ARCHITECT: *(Name and address)*

RATIO States LLC
d/b/a RATIO States PLLC
102 S. Neil St.
Champaign, IL 61820
19163.000

CONTRACTOR: *(Name and address)*

Broeren Russo Builders, Inc.
602 N. Country Fair Dr.
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Raise public sidewalk 4"-6" from current grade per direction from the City of Champaign so that the new sidewalk is higher than the curb elevation.

The original Contract Sum was	\$ 9,463,400.00
The net change by previously authorized Change Orders	\$ 189,467.96
The Contract Sum prior to this Change Order was	\$ 9,652,867.96
The Contract Sum will be increased by this Change Order in the amount of	\$ 4,133.42
The new Contract Sum including this Change Order will be	\$ 9,657,001.38

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be March 31, 2022

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

RATIO States LLC
d/b/a RATIO States PLLC

ARCHITECT *(Firm name)*

Ryan Hinz

SIGNATURE

Ryan Hinz AIA, Associate

PRINTED NAME AND TITLE

11/12/2021

DATE

Broeren Russo Builders, Inc.

CONTRACTOR *(Firm name)*

Joe DeLuce

SIGNATURE

Sky Sanborn, Executive Vice President,
COO

PRINTED NAME AND TITLE

11/16/21

DATE

Champaign Park District

OWNER *(Firm name)*

Joe DeLuce

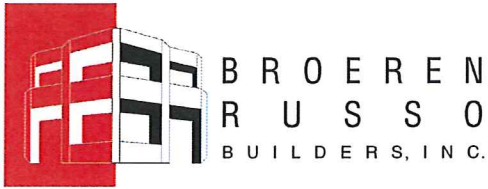
SIGNATURE

Joe DeLuce, Executive Director

PRINTED NAME AND TITLE

11/16/21

DATE



CHANGE ORDER REQUEST

COR #: **14**
 TITLE: **Raise Public Sidewalk**

Date: 11/11/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Raise the public sidewalk 4"-6" from its current grade per direction from the City of Champaign to meet City ordinance, since it must be higher than the curb at the street, and it is currently below the curb

Subcontractor/Vendor Change Items

<u>Subcontractor/Vendor</u>	<u>Change Description</u>	<u>Value</u>
Mid Illinois Concrete	Raise Public Sidewalk	\$ 3,859.40
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

<u>Role</u>	<u>Change Description</u>	<u>Hours</u>	<u>x Rate (\$/hr)</u>	<u>Value</u>
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

<u>Item</u>	<u>Change Description</u>	<u>Value</u>
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	3,859.40
Fee on Sub/Vendor	5.00%	\$ 192.97
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	4,052.37
Bonds & Insurance	2.00%	\$ 81.05

TOTAL COR VALUE: \$ 4,133.42

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.



11/11/2021

Task Code: 3390

Change Order Request

Contractor/ Owner: Broeren Russo Builders
 Attn: Tyler Adkins

Job Name: Martens Center

Job Number: 21013

Work Description: COR is for furnishing and installing CA-6 stone to raise the elevation of the city sidewalks that are being replaced. Existing elevation is below the city curb and slopes toward the site. The proposed elevation change will raise the sidewalk above the curb and the cross slope will be toward the road. Total elevation change is between 4"-6". COR also includes the additional backfill time for additional topsoil placement along the sidewalk.

Ref. Document: _____

Labor						
Qty	Description	Straight		Overtime		Total
		Hrs	Rate	Hrs	Rate	
1	Cement Mason Foreman	4	\$82.00			\$328.00
1	Laborer	8	\$77.00			\$616.00
1	Operator	8	\$89.00			\$712.00
						\$1,656.00

Material				
Qty	Unit	Description	Unit Price	Total
40	TN	CA-6 Stone	\$14.5	\$580
				\$580.00

Equipment				
Qty	Description	Hrs	Unit Price	Total
1	Track Skidsteer	8	\$55.00	\$440.00
1	Tandem Hauling	8	\$85.00	\$680.00
				\$1,120.00

Summary					
Total Labor	\$1,656.00 <small>(1)</small>	Total Material	\$580.00 <small>(2)</small>	Total Equipment	\$1,120.00 <small>(3)</small>
				Subtotal (1)+(2)+(3)	\$3,356.00
				Bond @ 2%	
				Mark-up @ 15%	\$503.40
				TOTAL	\$3,859.40

Approved (Owner's Representative) _____

Date _____



AIA[®]

Document G701™ – 2017

SCANNED

12/6/2021

Change Order

PROJECT: *(Name and address)*
Martens Center
1515 N. Market St.
Champaign, IL 61820

CONTRACT INFORMATION:
Contract For: Construction
Date: January 27, 2021

CHANGE ORDER INFORMATION:
Change Order Number: 13
Date: November 18, 2021

OWNER: *(Name and address)*
Champaign Park District
706 Kenwood Rd.
Champaign, IL 61821

ARCHITECT: *(Name and address)*
RATIO States LLC
d/b/a RATIO States PLLC
102 S. Neil St.
Champaign, IL 61820
19163.000

CONTRACTOR: *(Name and address)*
Broeren Russo Builders, Inc.
602 N. Country Fair Dr.
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Door Hardware Set 11.1 Revisions requested by City of Champaign. See attached COR 15.

Mineral Wool Insulation Fill at plinthe requested by City of Champaign. See attached COR 16.

Fire rated doors and frames for openings S1-1B and S1-2. See attached COR 17.

Vinyl film address numbers requested by City of Champaign. See attached COR 19.

The original Contract Sum was	\$	9,463,400.00
The net change by previously authorized Change Orders	\$	193,601.38
The Contract Sum prior to this Change Order was	\$	9,657,001.38
The Contract Sum will be increased by this Change Order in the amount of	\$	2,221.79
The new Contract Sum including this Change Order will be	\$	9,659,223.17

The Contract Time will be unchanged by Zero (0) days.


The new date of Substantial Completion will be March 31, 2022


NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

RATIO States LLC
d/b/a RATIO States PLLC
ARCHITECT *(Firm name)*

SIGNATURE
Ryan Hinz AIA, Associate
PRINTED NAME AND TITLE
11/18/2021
DATE

Broeren Russo Builders, Inc.
CONTRACTOR *(Firm name)*

SIGNATURE
Sky Sanborn, Executive Vice President,
COO
PRINTED NAME AND TITLE
12/5/21
DATE

Champaign Park District
OWNER *(Firm name)*

SIGNATURE
Joe DeLuca, Executive Director
PRINTED NAME AND TITLE
12/6/21
DATE



CHANGE ORDER REQUEST

COR #: 15
 TITLE: Revised Door Hardware Set 11.1

Date: 11/16/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Provide door hardware revisions per ASI #7

Subcontractor/Vendor Change Items

Subcontractor/Vendor	Change Description	Value
Security Door & Hardware	Provide Revised Door Hardware per ASI #7	\$ 112.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

Role	Change Description	Hours	x Rate (\$/hr)	Value
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

Item	Change Description	Value
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	112.00
Fee on Sub/Vendor	5.00%	\$ 5.60
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	117.60
Bonds & Insurance	2.00%	\$ 2.35

TOTAL COR VALUE: \$ 119.95

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

PROPOSAL REQUEST

Owner: Andrew Weiss / Champaign Park District
Architect: Ryan Hinz / RATIO Architects, LLC.
Contractor: Tyler Adkins / Broeren Russo Builders, Inc
Other:
File: 19163.000/CA/PR

PROJECT: Martens Center
1515 N. Market Street
Champaign, IL 61820

PROPOSAL REQUEST NO.: PR-09

DATE OF ISSUANCE: April 13, 2021

OWNER: Champaign Park District
706 Kenwood Road
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.
102 South Neil Street
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.
602 N. Country Fair Drive
Champaign, IL 61821

ARCHITECT'S PROJECT NUMBER: 19163.000

CONTRACT FOR: Construction A101-2017

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time incidental to proposed modifications to the Contract Documents described herein.

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

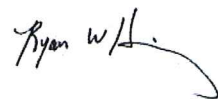
Description:

Revise door hardware set 11.1: Replace manual flush bolts with constant latching bolt, remove overhead stop and add coordinator.

Attachments (list of supporting documents):

1. See Hardware set 11.1 issued in ASI-7

ISSUED BY: _____



Ryan Hinz
Associate/ Architecture

Ratio Architects, LLC.

Security Door & Hardware Co.

1402 Butzow Drive
Urbana, IL 61802
(217) 337-1478 Fax (217) 337-1583

March 11, 2021

Project: Martens Center

Attn: Tyler

Per the changes made in ASI #7, please be advised of the following changes and any additional costs:

I) Changes to Hardware Set 11.1:

2 – Remove Manual Flush Bolt FB458-12

Deduct: (\$ 13.00)

1 – Add Constant Latching Flush Bolt Set FB51P

Add: \$ 125.00

Net Additional Amount: \$ 112.00

Terms: Per Original

Sincerely,

Security Door & Hardware Co.

Chase Coleman

Approved By: _____

Date: _____



CHANGE ORDER REQUEST

COR #: 16
 TITLE: Mineral Wood Insulation Fill (PR-10)

Date: 11/16/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Fill concealed spaces between wood sleepers at the raised floor area below stair in CPD Lobby C105 with mineral wool insulation

Subcontractor/Vendor Change Items

Subcontractor/Vendor	Change Description	Value
BRCI	Install Mineral Wool Insulation	\$ 442.50
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

Role	Change Description	Hours	x Rate (\$/hr)	Value
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

Item	Change Description	Value
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	442.50
Fee on Sub/Vendor	5.00%	\$ 22.13
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	464.63
Bonds & Insurance	2.00%	\$ 9.29

TOTAL COR VALUE: \$ 473.92

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.



REQUEST FOR PROPOSAL

Broeren Russo Construction, Inc.
 602 N. Country Fair Drive, Suite A
 Champaign, IL 61821

To: Martens Center Champaign, IL 61820	Date: 11/16/2021 Project: Martens Center
Attention:	Project #: 202119
Phone:	RFP: 1
Fax:	Additional Schedule Days: 0

Broeren Russo Construction, Inc. proposed to furnish all materials and labor required for the application of the following:

Description:

Fill concealed spaces between wood sleepers at the raised floor area below stair in CPD Lobby C105 with mineral wool insulation

Clarifications & Exclusions:

	Cost
Labor Breakdown:	\$ 380.00
Material/Equipment Breakdown:	\$ 62.50
Subcontractor Breakdown:	\$ -
Grand Total	\$ 442.50

This proposal is subject to change and may be withdrawn if not accepted within 30 days of the above date. It is subject to all terms and conditions outlined. Issuance of a change order/notice to proceed is required prior to BRCI proceeding with this work.

Approved By: _____	Prepared by: Tyler Adkins _____
Title: _____	Title: Project Manager _____
Date: _____	Date: 11/16/2021 _____

Broeren Russo Construction, Inc.
Estimate

Job Name: Martens Center Job #: 202119
Description: Fill concealed spaces between wood sleepers at the raised floor area below Date: 11/16/21

Item No.	ITEM	Material			Dollars
		Qty	Unit	\$ Per	
1	Mineral Wood Insulation	250	SF	\$0.25	\$ 62.50
2					\$ -
3					\$ -
4					\$ -
5					\$ -
6					\$ -
7					\$ -
8					\$ -
9					\$ -
10					\$ -
11					\$ -
12					\$ -
13					\$ -
14					\$ -
15					\$ -
16					\$ -
17					\$ -
18					\$ -
19					\$ -
20					\$ -
21					\$ -
22					\$ -
23					\$ -
24					\$ -
25					\$ -
26					\$ -
27					\$ -
28					\$ -
29					\$ -
30					\$ -
Total Materials					\$ 62.50
Consumables					
1					\$ -
2					\$ -
3					\$ -
4					\$ -
Total Consumables					\$ -
Equipment/Tools					
1		0	ea		\$ -
2					\$ -
3					\$ -
4					\$ -
5					\$ -
6					\$ -
7					\$ -
Total Equipment/Tools					\$ -
Remarks					
		Material Costs			
		Total Materials			\$ 62.50
		Freight	0.0%		\$ -
		Sales Tax	0.00%		\$ -
		Consumables			\$ -
		Equipment Tools			\$ -
		Sales Tax-Misc	0.00%		\$ -
		Total Material Cost			\$ 62.50

ITEM		Quantity	Hours		Total Amount
Carpenter Journeyman	\$ 95.00	per HR x	4.0	HR	\$ 380.00
Carpenter Foreman	\$ 95.40	per HR x		HR	\$ -
Crpnr Gen Foreman	\$ 123.18	per HR x		HR	\$ -
Laborer Journeyman	\$ 81.45	per HR x		HR	\$ -
Laborer Foreman	\$ 83.49	per HR x		HR	\$ -
Laborer Gen Foreman	\$ 84.70	per HR x		HR	\$ -
Painter Journeyman	\$ 76.76	per HR x		HR	\$ -
Painter Foreman	\$ 79.05	per HR x		HR	\$ -
Painter Gen Foreman	\$ 82.06	per HR x		HR	\$ -
OT Crpnr Jrmymn	\$ 105.28	per HR x		HR	\$ -
OT Crpnr Frmn	\$ 107.11	per HR x		HR	\$ -
OT Crpnr Gen Foreman	\$ 111.20	per HR x		HR	\$ -
OT Laborer	\$ 79.94	per HR x		HR	\$ -
OT Laborer Foreman	\$ 82.23	per HR x		HR	\$ -
OT Painter Journeyman	\$ 80.62	per HR x		HR	\$ -
OT Painter Foreman	\$ 83.31	per HR x		HR	\$ -
OT Painter Gen Foreman	\$ 85.55	per HR x		HR	\$ -
Total			4.0		\$ 380.00

Subcontract		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Subcontract Total		\$ -

		Total
BRCI Labor Costs	\$ 380.00	\$ 380.00
Material Costs	\$ 62.50	\$ 62.50
BRCI Subtotal	\$ -	\$ 442.50
Subcontract Total	\$ -	\$ -
Subtotal		\$ 442.50
Insurance		\$ -
Grand Total		\$ 442.50

PROPOSAL REQUEST

Owner: Andrew Weiss / Champaign Park District
Architect: Ryan Hinz / RATIO Architects, LLC.
Contractor: Tyler Adkins / Broeren Russo Builders, Inc
Other:
File: 19163.000/CA/PR

PROJECT: Martens Center
1515 N. Market Street
Champaign, IL 61820

PROPOSAL REQUEST NO.: PR-10

DATE OF ISSUANCE: April 13, 2021

OWNER: Champaign Park District
706 Kenwood Road
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.
102 South Neil Street
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.
602 N. Country Fair Drive
Champaign, IL 61821

ARCHITECT'S PROJECT NUMBER: 19163.000

CONTRACT FOR: Construction A101-2017

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time incidental to proposed modifications to the Contract Documents described herein.

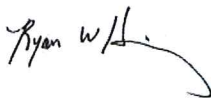
THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

Description:

Fill concealed spaces between wood sleepers at the raised floor area below stair in CPD Lobby C105 with mineral wool insulation. See revised details A1 and C7 on sheet A-422 issued as part of ASI-08.

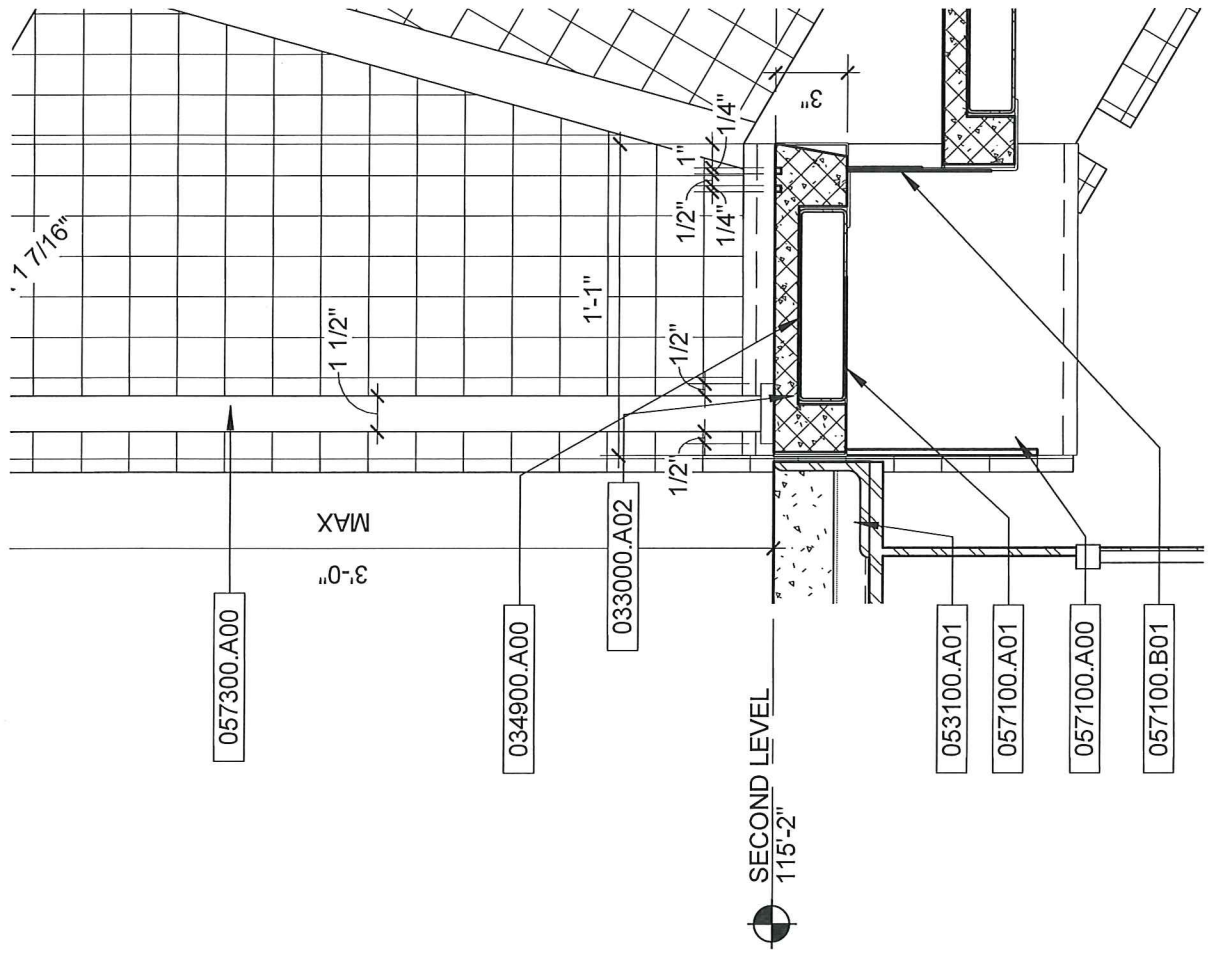
Attachments (list of supporting documents):

1. See sheet A-422 issued as part of ASI-08.



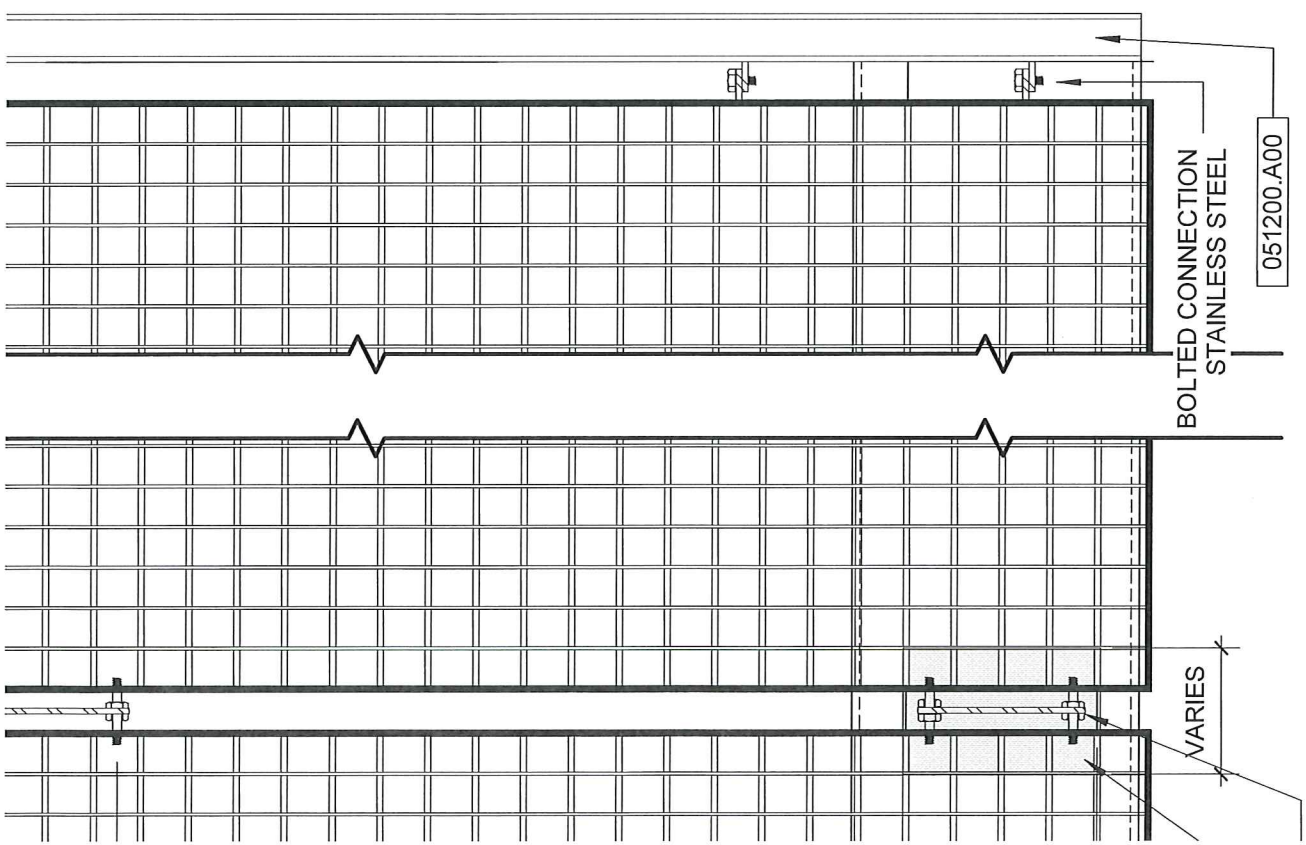
ISSUED BY: _____
Ryan Hinz
Associate/ Architecture

Ratio Architects, LLC.



STAIR SECTION DETAIL

1 1/2" = 1'-0"



AIL



CHANGE ORDER REQUEST

COR #: 17
 TITLE: Door Lite & Hardware Revisions (PR-12)

Date: 11/16/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Doors S1-1B and S1-2: provide fire rated doors and frames as indicated on sheet A-601 issued as part of ASI-08.

Provide the Owner a credit for (12) kickplates removed from door hardware sets 14-14.1, 15-15.1.
 (There is no door closer credit as there was only a single closer figured at single door openings)

Subcontractor/Vendor Change Items

Subcontractor/Vendor	Change Description	Value
Security Door & Hardware	Provide Fire Rated Door Openings	\$ 530.00
Security Door & Hardware	Kick Plate Credit	\$ (180.00)
Bacon Van Buskirk	Provide Fire Rated Glazing at Door Openings	\$ 950.00
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

Role	Change Description	Hours	x Rate (\$/hr)	Value
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

Item	Change Description	Value
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	1,300.00
Fee on Sub/Vendor	5.00%	\$ 65.00
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	1,365.00
Bonds & Insurance	2.00%	\$ 27.30

TOTAL COR VALUE: \$ 1,392.30

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

Security Door & Hardware Co.

1402 Butzow Drive
Urbana, IL 61802
(217) 337-1478 Fax (217) 337-1583

May 24, 2021

Project: Martens Center

Attn: Tyler

Per the removal of the 2nd kick plate in headings 14, 14.1, 15, & 15.1 please be advised of the following changes and any additional costs:

I) Remove Kick Plates from Headings 14, 14.1, 15, & 15.1:

12 – Remove Kick Plates

Credit Amount: (\$ 180.00)

Terms: Per Original

Sincerely,

Security Door & Hardware Co.

Chase Coleman

Approved By: _____

Date: _____

Security Door & Hardware Co.

1402 Butzow Drive
Urbana, IL 61802
(217) 337-1478 Fax (217) 337-1583

March 29, 2021

Project: Martens Center

Attn: Tyler

Per the changes made in ASI #8, please be advised of the following changes and any additional costs:

D) Add Fire-Rating & Narrow Lite to Doors S1-2 & S1-1B:

2 – Add Narrow Lite to Doors S1-2 & S1-1B

Add: 265.00 per each

Net Additional Amount: \$ 530.00

Terms: Per Original

Sincerely,

Security Door & Hardware Co.

Chase Coleman

Approved By: _____

Date: _____

BACON & VAN BUSKIRK

EST 1937

GLASS

MIRRORS

WINDOWS

DOORS

PO BOX 712 CHAMPAIGN, IL 61824-0712 PH2173566471 FAX2173527267
WWW.BVBGLASS.COM

REQUEST FOR CHANGE ORDER #1

Date: 06/15/2021

Project: **Marten's Community Center – Champaign, IL**

Quoted to:

Broeren Russo Builders Inc.
602 N. Country Fair Dr. Suite A
Champaign, IL. 61821
P. (217) 352-4232

tadkins@broeren-russo.com

ATTN: Tyler Adkins

- PR-12 – Provide White vinyl adhered film address number 5" in height as indicated on sheet A-201 issued as part of ASI-2 City of Champaign permit review

ADD TO CONTRACT.....<\$550.00>
(Five Hundred and Fifty) Dollars

- Provide fire rated glazing at Doors S1-1B & S1-2 as indicated on sheet A-601 issued as part of ASI-08

ADD TO CONTRACT.....<\$950.00>
(Nine Hundred and Fifty) Dollars

Please sign, date, and return if item(s) above is/are satisfactory. Thank you.

The proposal is subject to the following conditions below and attached:

1. We do not clean any glass or metal. 2. If we reuse &/or handle Owner's glass, any damage to the Owner's glass is at the Owners risk of breakage and at their expense. 3. We do not replace breakage or damaged glass caused directly or indirectly by anyone other than our own employees. 4. Work to be executed as promptly as possible upon award, subject to delays occasioned by strikes, lock-outs, fires, carriers, and other causes beyond our control. 5. Subject to revisions if not accepted within 30 days of the date of issue. 6. We reserve the right to correct any clerical errors prior to acceptance. 7. We are not responsible for Mold, mildew, or pollution-related building problems. 8. All overdue invoices and pay requests will be charged an additional monthly service fee of 1-1/2% if payment is not received within 30 days. This is an annual rate of 18%

We solicit your early acceptance of this proposal in which event we promise to give the work our most careful attention.

BACON & VAN BUSKIRK GLASS CO., INC.

Date Accepted: _____



By: _____ Accepted By: _____

Tony Hicks, Project Manager

PROPOSAL REQUEST

Owner: Andrew Weiss / Champaign Park District
Architect: Ryan Hinz / RATIO Architects, LLC.
Contractor: Tyler Adkins / Broeren Russo Builders, Inc
Other:
File: 19163.000/CA/PR

PROJECT: Martens Center
1515 N. Market Street
Champaign, IL 61820

PROPOSAL REQUEST NO.: PR-12

DATE OF ISSUANCE: April 13, 2021

OWNER: Champaign Park District
706 Kenwood Road
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.
102 South Neil Street
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.
602 N. Country Fair Drive
Champaign, IL 61821

ARCHITECT'S PROJECT NUMBER: 19163.000

CONTRACT FOR: Construction A101-2017

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time incidental to proposed modifications to the Contract Documents described herein.

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

Description:

Doors S1-1B and S1-2: provide fire rated doors and frames as indicated on sheet A-601 issued as part of ASI-08.

Provide the Owner a credit for (12) closers and (12) kickplates removed from door hardware sets 14-14.1, 15-15.1.

Attachments (list of supporting documents):

1. See sheets A-601 issued as part of ASI-08.

ISSUED BY: 

Ryan Hinz
Associate/ Architecture

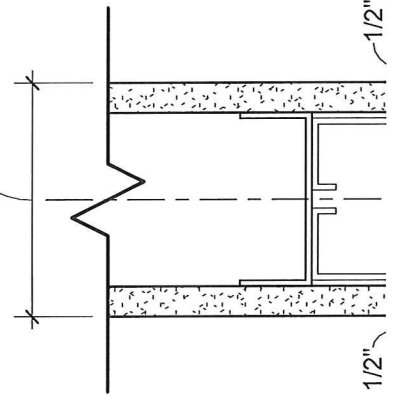
Ratio Architects, LLC.

V104-2	No	3'-0"	3'-0"	3'-0"	8'-0"	1 3/4"	AL	-	FG	GL-11	04	AL	-
V107-1		3'-0"	3'-0"	3'-0"	8'-0"	1 3/4"	AL	-	FG	GL-01	05	AL	-
V107-2		3'-0"	3'-0"	3'-0"	8'-0"	1 3/4"	AL	-	FG	GL-11	07	AL	-
V110-1		3'-0"	3'-0"	3'-0"	8'-0"	1 3/4"	AL	-	FG	GL-01	05	AL	-
V110-2		3'-0"	3'-0"	3'-0"	8'-0"	1 3/4"	AL	-	FG	GL-11	07	AL	-

SECOND LEVEL

2000-1		3'-0"	3'-0"	3'-0"	7'-4"	1 3/4"	AL	-	FG	GL-14	30	AL	
2000A-1		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-02	F	--	23	HM	PT-02
2002A-1		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-05	N2	GL-11	14	HM	PT-05
2002B-1		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-06	N2	GL-11	14	HM	PT-06
2002C-1	Yes	3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-02	F	--	32	HM	PT-02
2003-1		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-02	F	--	22	HM	PT-02
2005-1		3'-0"	3'-0"	3'-0"	7'-4 1/8"	1 3/4"	AL	-	FG	GL-14	30	AL	-
2009-1		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-08	N2	GL-11	26	HM	PT-08
2010-1		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-04	N2	GL-11	13	HM	PT-04
2011A-1		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-09	N2	GL-11	14.1	HM	PT-09
2011B-1		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-10	N2	GL-11	14.1	HM	PT-10
C205-1	Yes	3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-07	N2	--	18	HM	PT-07
S1-2		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-02	N1	GL-13	15	HM	PT-02
S2-2		3'-0"	3'-0"	3'-0"	7'-10"	1 3/4"	HM	PT-02	N1	GL-13	15	HM	PT-02

PER PARTITION TYPE



FRAME ELEVATION

SEALANT EACH

TE MASONRY UNIT

UT



CHANGE ORDER REQUEST

COR #: 19 REV 1
 TITLE: Vinyl Film Address Numbers (PR-05)

Date: 11/16/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Provide white vinyl adhered film address numbers 5 inches in height as indicated on sheet A-201 issued as part of ASI-2 City of Champaign Permit Review

Subcontractor/Vendor Change Items

Subcontractor/Vendor	Change Description	Value
Bacon & Van Buskirk	Furnish and Install Vinly Film Address Numbers	\$ 220.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

Role	Change Description	Hours	x Rate (\$/hr)	Value
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

Item	Change Description	Value
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	220.00
Fee on Sub/Vendor	5.00%	\$ 11.00
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	231.00
Bonds & Insurance	2.00%	\$ 4.62

TOTAL COR VALUE: \$ 235.62

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

BACON & VAN BUSKIRK

EST 1937

GLASS

MIRRORS

WINDOWS

DOORS

PO BOX 712 CHAMPAIGN, IL 61824-0712 PH2173566471 FAX2173527267
WWW.BVBGLASS.COM

REQUEST FOR CHANGE ORDER #1 – REV 1

Date: 11/15/2021

Project: **Marten's Community Center – Champaign, IL**

Quoted to:

Broeren Russo Builders Inc.
602 N. Country Fair Dr. Suite A
Champaign, IL. 61821

P. (217) 352-4232

tadkins@broeren-russo.com

ATTN: Tyler Adkins

- PR-12 – Provide White vinyl adhered film address number 5" in height as indicated on sheet A-201 issued as part of ASI-2 City of Champaign permit review

ADD TO CONTRACT.....<\$220.00>

(Five Hundred and Fifty) Dollars

- PR-05 – Provide fire rated glazing at Doors S1-1B & S1-2 as indicated on sheet A-601 issued as part of ASI-08

ADD TO CONTRACT.....<\$950.00>

(Nine Hundred and Fifty) Dollars

Please sign, date, and return if item(s) above is/are satisfactory. Thank you.

The proposal is subject to the following conditions below and attached:

1. We do not clean any glass or metal. 2. If we reuse &/or handle Owner's glass, any damage to the Owner's glass is at the Owners risk of breakage and at their expense. 3. We do not replace breakage or damaged glass caused directly or indirectly by anyone other than our own employees. 4. Work to be executed as promptly as possible upon award, subject to delays occasioned by strikes, lock-outs, fires, carriers, and other causes beyond our control. 5. Subject to revisions if not accepted within 30 days of the date of issue. 6. We reserve the right to correct any clerical errors prior to acceptance. 7. We are not responsible for Mold, mildew, or pollution-related building problems. 8. All overdue invoices and pay requests will be charged an additional monthly service fee of 1-1/2% if payment is not received within 30 days. This is an annual rate of 18%

We solicit your early acceptance of this proposal in which event we promise to give the work our most careful attention.

BACON & VAN BUSKIRK GLASS CO., INC.

Date Accepted: _____



By: _____ Accepted By: _____

Tony Hicks, Project Manager

PROPOSAL REQUEST

Owner: Andrew Weiss / Champaign Park District
Architect: Ryan Hinz / RATIO Architects, LLC.
Contractor: Tyler Adkins / Broeren Russo Builders, Inc
Other:
File: 19163.000/CA/PR

PROJECT: Martens Center
1515 N. Market Street
Champaign, IL 61820

PROPOSAL REQUEST NO.: PR-05

DATE OF ISSUANCE: April 12, 2021

OWNER: Champaign Park District
706 Kenwood Road
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.
102 South Neil Street
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.
602 N. Country Fair Drive
Champaign, IL 61821

ARCHITECT'S PROJECT NUMBER: 19163.000

CONTRACT FOR: Construction A101-2017

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time incidental to proposed modifications to the Contract Documents described herein.

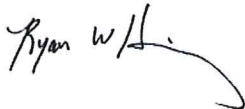
THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

Description:

Provide white vinyl adhered film address numbers 5 inches in height as indicated on sheet A-201 issued as part of ASI-2 City of Champaign Permit Review.

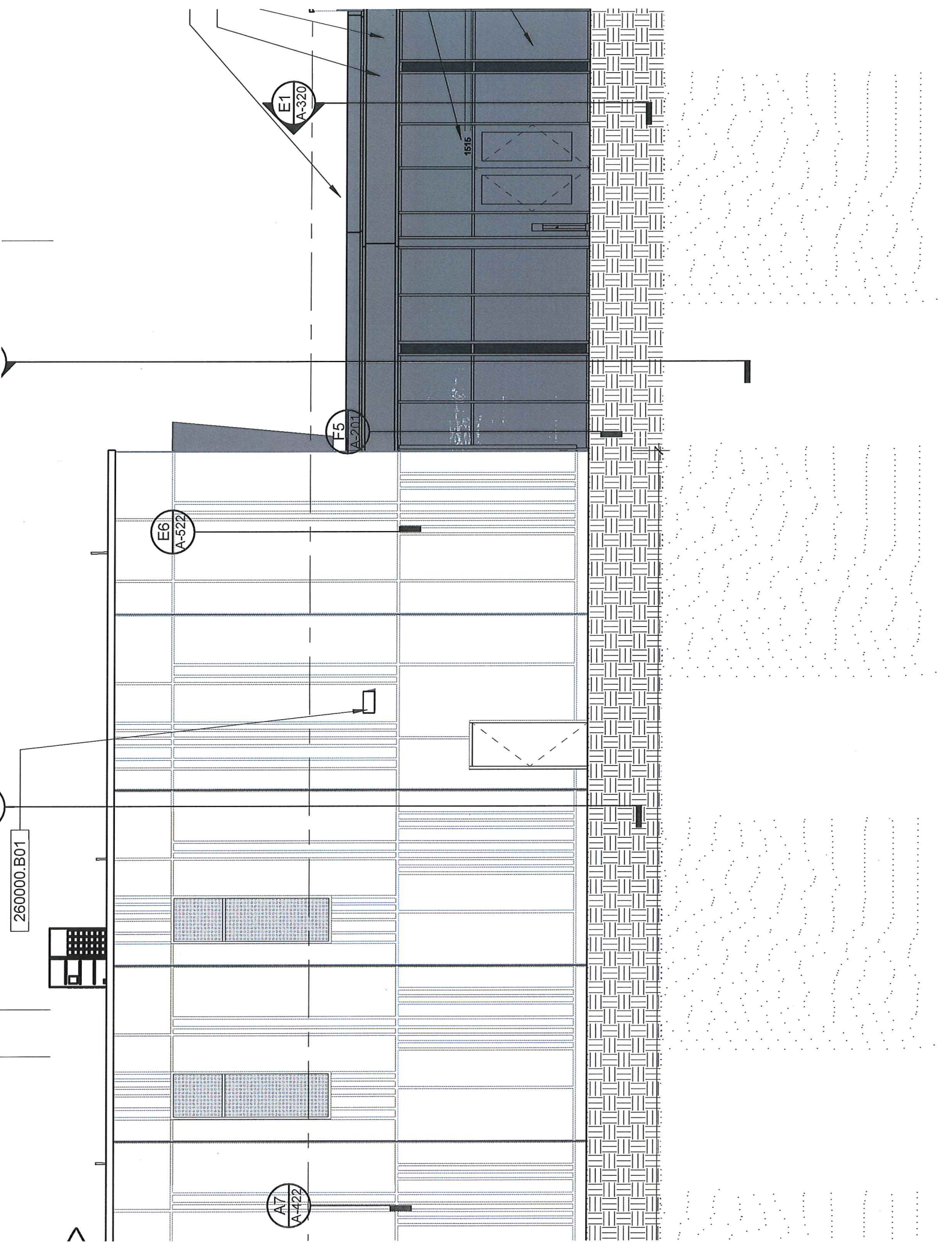
Attachments (list of supporting documents):

1. See A-201 issued as part of ASI-2



ISSUED BY: _____
Ryan Hinz
Associate/ Architecture

Ratio Architects, LLC.





Change Order

PROJECT: (Name and address)
Martens Center
1515 N. Market St.
Champaign, IL 61820

CONTRACT INFORMATION:
Contract For: Construction
Date: January 27, 2021

CHANGE ORDER INFORMATION:
Change Order Number: 14
Date: November 18, 2021

OWNER: (Name and address)
Champaign Park District
706 Kenwood Rd.
Champaign, IL 61821

ARCHITECT: (Name and address)
RATIO States LLC
d/b/a RATIO States PLLC
102 S. Neil St.
Champaign, IL 61820
19163.000

CONTRACTOR: (Name and address)
Broeren Russo Builders, Inc.
602 N. Country Fair Dr.
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Add electrified door hardware to opening 2000A-1. See attached COR 18.

The original Contract Sum was	\$ 9,463,400.00
The net change by previously authorized Change Orders	\$ 195,823.17
The Contract Sum prior to this Change Order was	\$ 9,659,223.17
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,366.91
The new Contract Sum including this Change Order will be	\$ 9,661,590.08

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be March 31, 2022

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.


NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

RATIO States LLC
d/b/a RATIO States PLLC
ARCHITECT (Firm name)

SIGNATURE
Ryan Hinz AIA, Associate
PRINTED NAME AND TITLE
11/18/2021
DATE

Broeren Russo Builders, Inc.
CONTRACTOR (Firm name)

SIGNATURE
Sky Sanborn, Executive Vice President,
COO
PRINTED NAME AND TITLE
12/5/21
DATE

Champaign Park District
OWNER (Firm name)

SIGNATURE
Joe DeLuce, Executive Director
PRINTED NAME AND TITLE
12/6/21
DATE



CHANGE ORDER REQUEST

COR #: 18
 TITLE: 2000A-1 Electrified Hardware

Date: 11/16/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Provide electrified hardware at opening 2000A-1 to coordinate with specified access controls

Subcontractor/Vendor Change Items

Subcontractor/Vendor	Change Description	Value
Security Door & Hardware	2000A-1 Electrified Hardware	\$ 2,210.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

Role	Change Description	Hours	x Rate (\$/hr)	Value
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

Item	Change Description	Value
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	2,210.00
Fee on Sub/Vendor	5.00%	\$ 110.50
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	2,320.50
Bonds & Insurance	2.00%	\$ 46.41

TOTAL COR VALUE: \$ 2,366.91

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

Security Door & Hardware Co.

1402 Butzow Drive
Urbana, IL 61802
(217) 337-1478 Fax (217) 337-1583

May 24, 2021

Project: Martens Center

Attn: Tyler

Per the request for an electrified mortise lock and power transfer at opening 2000A-1, please be advised of the following changes and any additional costs:

D) Provide Electrified Lock at Opening 2000A-1:

1 – Remove Mechanical Lockset	Deduct: (\$ 335.00)
1 – Add Electrified Lockset	Add: \$ 805.00
1 – Electric Power Transfer	Add: \$ 335.00
1 – Power Supply	Add: \$ 655.00
Add Power Transfer Prep to Door and Frame	Add: \$ 750.00

Net Additional Amount: \$ 2,210.00

Notes: This needs to be approved before the door can be ordered.

Terms: Per Original

Sincerely,

Security Door & Hardware Co.

Chase Coleman

Approved By: _____

Date: _____

Ryan Hinz

From: Ryan Hinz <RHinz@ratiodesign.com>
Sent: Tuesday, May 18, 2021 2:46 PM
To: Tyler Adkins
Subject: RE: Martens Center - Door Hardware/Access Controls Coordination

Follow Up Flag: Follow up
Flag Status: Flagged

- Opening 2000A-1 indicates a card reader, door position contacts and REX function, however there are not any electrified hardware provisions for security at this opening. **This door is to have a card reader allowing the District to restrict access to the storage room. What equipment needs to be provided to allow for this functionality. There are two options: 1) Provide an electric strike that will release upon card activation or 2) provide an electrified lockset that will retract upon card activation. The electric strike may be the more cost effective solution, but going with the electrified lockset would maintain consistency since this is what you have at all other similar openings. Let me know how we should proceed.**

Electrified lockset for opening 2000A-1

RYAN HINZ

AIA, LEED AP

ASSOCIATE / ARCHITECTURE

Pronouns: He / Him / His

217 239 3101 DIRECT

217 729 0200 MOBILE



New Insights: How Parks Will Improve Post-Pandemic Communities

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From: Tyler Adkins <tadkins@broeren-russo.com>
Sent: Tuesday, May 18, 2021 2:23 PM
To: Ryan Hinz <RHinz@ratiodesign.com>
Subject: RE: Martens Center - Door Hardware/Access Controls Coordination

Ryan, my responses below are in blue. I don't think we necessarily need a follow up meeting unless we need to further discuss the desired function at opening 2000A-1.

Tyler Adkins

Broeren Russo Builders, Inc

Construction Managers

602 N. Country Fair Drive - Champaign, IL 61821

217-379-7853 - www.broeren-russo.com - [Email Disclosure](#)

From: Ryan Hinz <RHinz@ratiodesign.com>
Sent: Tuesday, May 18, 2021 1:46 PM

To: Tyler Adkins <tadkins@broeren-russo.com>

Subject: RE: Martens Center - Door Hardware/Access Controls Coordination

Tyler, my comments are below in red. Please let me know if we need to schedule a follow up meeting to discuss.

RYAN HINZ

AIA, LEED AP

ASSOCIATE / ARCHITECTURE

Pronouns: He / Him / His

217 239 3101 DIRECT

217 729 0200 MOBILE



New Insights: How Parks Will Improve Post-Pandemic Communities

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From: Tyler Adkins <tadkins@broeren-russo.com>

Sent: Tuesday, May 18, 2021 1:01 PM

To: Ryan Hinz <RHinz@ratiodesign.com>

Subject: Martens Center - Door Hardware/Access Controls Coordination

Ryan,

Sorry for the delay, but I've reviewed the door hardware and access control information with both the hardware supplier (Security Door & Hardware) and the security vendor (Heart Technologies), and have confirmed that we in fact do not need to install the REX sensors at locations where we have electrified hardware with the RX function, as the security vendor will wire directly to the door hardware with the integral RX device. Those openings are as follows: 1000-1, 1000E-1, 1002-1, 1004-1, 1008-1, 1010A-1, 1010-2, 2000-1, 2005-1, M100-1, V104-1, V107-1, V110-1

Also, after further review, it appears we have discrepancies at openings S1-1B and 2000A-1:

- Opening S1-1B indicates electrified hardware but there is not any access controls/security indicated at this opening. It appears no electrified hardware is necessary at this opening. **This door is to be alarmed so that if a child pushes the exit device an alarm will sound alerting an adult. This makes sense. I didn't realize initially that the hardware provides and integral alarm function. We will provide as specified. Nothing further needed at this opening.**
- Opening 2000A-1 indicates a card reader, door position contacts and REX function, however there are not any electrified hardware provisions for security at this opening. **This door is to have a card reader allowing the District to restrict access to the storage room. What equipment needs to be provided to allow for this functionality. There are two options: 1) Provide an electric strike that will release upon card activation or 2) provide an electrified lockset that will retract upon card activation. The electric strike may be the more cost effective solution, but going with the electrified lockset would maintain consistency since this is what you have at all other similar openings. Let me know how we should proceed.**

Finally, it sounds like the power supplies that are shown to be supplied B/O were not picked up by Heart Technologies, so we will need to figure out how these are to be supplied. Ultimately, there should be some credits for the REX sensors that aren't being provided that I would think could offset the cost of the power supplies. We will just need to know who will be supplying these. **Power supply is listed "by Contractor" in the Hardware Schedule. Items by Heart are listed as "by Owners Vendor". So Security, Broeren, or Aladdin should be providing. These would typically be picked up by Security, however in this case the B/O designation indicates to them that these will be supplied by others, although I do see where it also indicates "by Contractor". I'll check with Security to see what we can do on this due to the conflicting notes.**

Please review and let me know how you think best to proceed.

Thanks,

Tyler Adkins

Broeren Russo Builders, Inc

Construction Managers

602 N. Country Fair Drive - Champaign, IL 61821

217-379-7853 - www.broeren-russo.com - [Email Disclosure](#)

AIA[®] Document G701[™] – 2017

Change Order

PROJECT: *(Name and address)*
Martens Center
1515 N. Market St.
Champaign, IL 61820

CONTRACT INFORMATION:
Contract For: Construction
Date: January 27, 2021

CHANGE ORDER INFORMATION:
Change Order Number: 15
Date: December 30, 2021

OWNER: *(Name and address)*
Champaign Park District
706 Kenwood Rd.
Champaign, IL 61821

ARCHITECT: *(Name and address)*
RATIO States LLC
d/b/a RATIO States PLLC
102 S. Neil St.
Champaign, IL 61820
19163.000

CONTRACTOR: *(Name and address)*
Broeren Russo Builders, Inc.
602 N. Country Fair Dr.
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

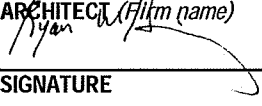
Add stainless steel counter/ sill at overhead coiling door in room 1008. See attached COR 20.
Add structural steel angle supports at plumbing chase to support carriers. See attached COR 21.
Revised kitchen equipment. See attached COR23


The original Contract Sum was	\$ 9,463,400.00
The net change by previously authorized Change Orders	\$ 198,190.08
The Contract Sum prior to this Change Order was	\$ 9,661,590.08
The Contract Sum will be increased by this Change Order in the amount of	\$ 8,330.47
The new Contract Sum including this Change Order will be	\$ 9,669,920.55

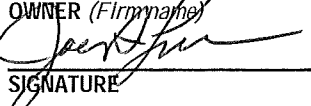
The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be March 31, 2022

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

RATIO States LLC
d/b/a RATIO States PLLC
ARCHITECT *(Firm name)*

SIGNATURE
Ryan Hinz AIA, Associate
PRINTED NAME AND TITLE
12/30/2021
DATE

Broeren Russo Builders, Inc.
CONTRACTOR *(Firm name)*

SIGNATURE
Sky Sanborn, Executive Vice President,
COO
PRINTED NAME AND TITLE
1/19/22
DATE

Champaign Park District
OWNER *(Firm name)*

SIGNATURE
Joe DeLuce, Executive Director
PRINTED NAME AND TITLE
1/19/22
DATE



CHANGE ORDER REQUEST

COR #: 20
TITLE: Coiling Door Countertop

Date: 11/22/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Furnish and Install stainless steel countertop and overhead coiling door at Kitchen

Subcontractor/Vendor Change Items

<u>Subcontractor/Vendor</u>	<u>Change Description</u>	<u>Value</u>
Springfield Overhead Doors	Furnish and Install Countertop	\$ 1,850.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

<u>Role</u>	<u>Change Description</u>	<u>Hours</u>	<u>x Rate (\$/hr)</u>	<u>Value</u>
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

<u>Item</u>	<u>Change Description</u>	<u>Value</u>
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	1,850.00
Fee on Sub/Vendor	5.00%	\$ 92.50
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	1,942.50
Bonds & Insurance	2.00%	\$ 38.85

TOTAL COR VALUE: \$ 1,981.35

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

Change Order #1	Springfield Overhead Doors Inc. 421 North Lincoln Springfield, Illinois 62702 Telephone: (217) 787-2602(-03) Fax: (217) 787-2692	REF NO:	102761
		DATE:	11/12/2021
		PHONE:	342-4157
		FAX:	347-8833

FOR:	Broeren Russo Construction
ADDRESS:	602 N Country Fair Dr # A
ADDRESS:	Champaign, IL 61821
PROJECT:	Champaign Park District - Martens Center
CONTACT:	Tyler Adkins

Springfield Overhead Doors Proposes To:

<p>Cornell</p> <p>Provide (1) 6' x 4' Stainless Steel Countertop</p> <ul style="list-style-type: none"> S/S 14 ga. countertop up to 17" depth maximum 11' wide on fow and 11' wide on between jamb units <p>INSTALLED.....</p> <p>*Tax Excluded</p>	<p>\$1,850.00</p>
--	--------------------------

THIS QUOTATION MAY BE WITHDRAWN BY US IF NOT ACCEPTED BY YOU WITHIN THIRTY DAYS FROM THE ABOVE DATE. IF ACCEPTED, PLEASE SIGN THE ENCLOSED COPY AND RETURN IT TO THIS OFFICE.

Net Total:	
------------	--

Openings are to be prepared by others in accordance with our specifications.
 The above price does not include glass, glazing, painting or wiring for electric operator, unless included in above proposal.
 Above proposal is made for prompt acceptance.
 Agreements are contingent upon strikes, accidents or other conditions beyond our control.
WE CARRY MANUFACTURERS', CONTRACTORS', AND EMPLOYERS' LIABILITY AND WORKMAN'S COMPENSATION INSURANCE.

WE ACCEPT THE ABOVE PROPOSAL:

BY _____ DATE _____

Springfield Overhead Doors, Inc.
 421 North Lincoln
 Springfield, Illinois 62702



BY *Cavan Hart*

PROPOSAL REQUEST

Owner: Andrew Weiss / Champaign Park District
Architect: Ryan Hinz / RATIO Architects, LLC.
Contractor: Tyler Adkins / Broeren Russo Builders, Inc
Other:
File: 19163.000/CA/PR

PROJECT: Martens Center
1515 N. Market Street
Champaign, IL 61820

PROPOSAL REQUEST NO.: 18

DATE OF ISSUANCE: 10/26/2021

OWNER: Champaign Park District
706 Kenwood Road
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.
102 South Neil Street
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.
602 N. Country Fair Drive
Champaign, IL 61821

ARCHITECT'S PROJECT NUMBER: 19163.000

CONTRACT FOR: Construction A101-2017

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time incidental to proposed modifications to the Contract Documents described herein.

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

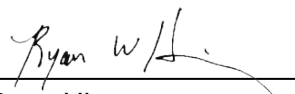
Description:

Provide a cost for labor and material to provide and install a stainless steel countertop at the sill of opening 1008-2 as indicated in the revised detail B4/A-602.

Attachments:

1. A-602

ISSUED BY: _____


Ryan Hinz
Associate/ Architecture

Ratio Architects, LLC.

**MARTENS
CENTER**
1515 N MARKET ST
CHAMPAIGN, IL
61820

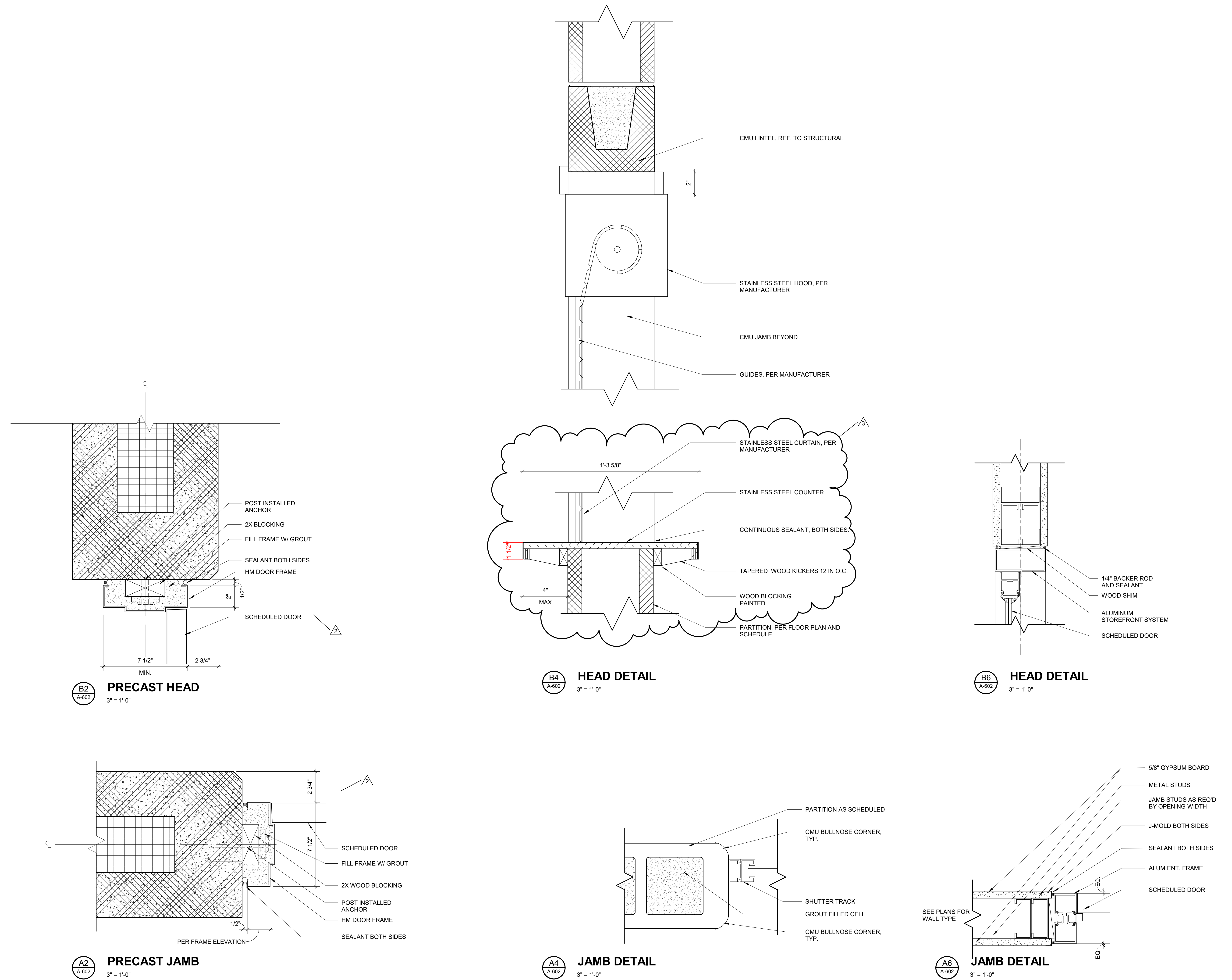
Owner
Champaign Park District
706 Kenwood Avenue
Champaign, IL 61821
217-398-2376

Architect
RATIO
102 South Neil Street, Suite 102
Champaign, Illinois 61820
217-352-7696

Structural Engineer
Bacon Farmer Workman
907 Arrow Road Suite 2
Champaign, IL 61821
217-530-4283

Mechanical / Electrical Engineer
BRIC Partnership, LLC
100 E. Washington St. Suite 220
Belleville, IL 62220
618-277-5200

Civil Engineer
Berns, Clancy and Associates
405 E. Main Street
Urbana, IL 61802
217-384-1144



SEAL | DATE 10/26/21

SHEET ISSUE		
1	ISSUE FOR CONSTRUCTION	01/27/21
2	ASI 11 DOOR DETAIL REVISIONS	04/19/21
3	PR 18 SST COUNTERTOP	10/26/21

RATIO
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PROJECT NO. 19163.000

SHEET TITLE
DOOR DETAILS

SHEET NUMBER
A-602



CHANGE ORDER REQUEST

COR #: 21
TITLE: Plumbing Carrier Supports

Date: 11/24/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Furnish and Install steel angle supports for plumbing fixture carriers at 2nd floor restroom plumbing chase

Subcontractor/Vendor Change Items

<u>Subcontractor/Vendor</u>	<u>Change Description</u>	<u>Value</u>
Prairie Steel Services, Inc.	Install Angle Supports for Plumbing Fixture Carriers	\$ 3,071.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

<u>Role</u>	<u>Change Description</u>	<u>Hours</u>	<u>x Rate (\$/hr)</u>	<u>Value</u>
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

<u>Item</u>	<u>Change Description</u>	<u>Value</u>
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	3,071.00
Fee on Sub/Vendor	5.00%	\$ 153.55
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	3,224.55
Bonds & Insurance	2.00%	\$ 64.49

TOTAL COR VALUE: \$ 3,289.04

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.



Prairie Steel Services, Inc.

ERECTORS

Change Order Cost Summary

Date: 11/23/21

Project: CPD Marten Center

--	--

Equipment Summary

Item or Description	Qty	Hours	Price/Per Hour	Amount
Welder w/ Rods	1	8	\$ 30.00	\$240.00
Torch w/ Gas	1		\$ 18.00	\$0.00
Mag Drill	1		\$ 25.00	\$0.00
Demo Saw w/ Blades	1		\$ 20.00	\$0.00
Service Truck	1	8	\$ 15.00	\$120.00
Hammer Drill	1		\$ 15.00	\$0.00
Core Drill	1		\$ 11.00	\$0.00
Small Tools 3% of labor	1	1	\$ 41.43	\$41.43
Total				\$401.43

Material and Vendor Summary

Item or Description	Qty	Price	Amount
Scissorlift	1	\$ 28.00	\$0.00
Scissorlift mob/demob	1	\$ 750.00	\$0.00
TriCounty	1	\$ 830.00	\$830.00
Total			\$830.00

Labor Summary

Item or Description	Qty	Hours	Labor Rate	Amount
Ironworker Foreman Reg Time	1	8	\$ 87.47	\$699.76
Ironworker Journeyman Reg time	1	8	\$ 85.17	\$681.36
Ironworker Foreman O/T	1		\$ 122.89	\$0.00
Ironworker Journeyman O/T	1		\$ 118.45	\$0.00
IW Foreman Man OT Premium Only	1		\$ 35.42	\$0.00
IW Jrny Man OT Premium Only	1		\$ 33.28	\$0.00
IW Foreman Double time Premium on	1		\$ 66.94	\$0.00
IW Jrny Double Time Premium Only	1		\$ 64.58	\$0.00
Total				\$1,381.12

Notes:

Mat/Lab Cost	\$2,612.55
Overhead and Profit (15%)	\$391.88
Subtotal	\$3,004.44
Bonds/Insurance (2.2%)	\$66.10
TOTAL	\$3,071

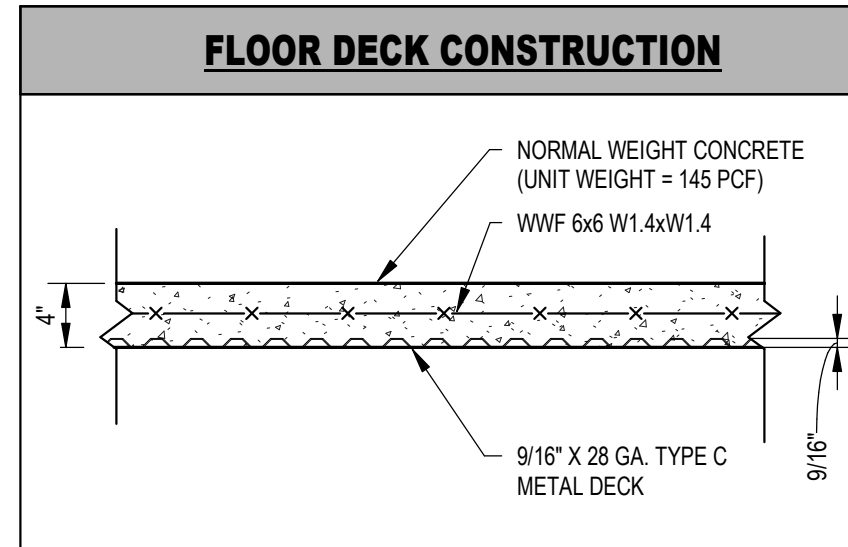
Owner
Champaign Park District
705 Kenwood Avenue
Champaign, IL 61821
217-398-2376

Architect
RATIO
102 South Neil Street, Suite 102
Champaign, Illinois 61820
217-352-7696

Structural Engineer
Bacon Farmer Workman
907 Arrow Road Suite 2
Champaign, IL 61821
217-530-4283

Mechanical / Electrical Engineer
BRIC Partnership, LLC
100 E. Washington St. Suite 220
Belleville, IL 61802
618-277-5200

Civil Engineer
Berns, Glynn and Associates
405 E. Main Street
Urbana, IL 61802
201-717-1555



- FLOOR FRAMING NOTES**
- The finished floor elevation shall be +115'-2", unless noted otherwise.
 - Floor slab construction shall be 3-7/16" normal weight concrete topping over 9/16" x 28 ga. galvanized metal form deck over steel joists/beams 4" total deck thickness. Reinforce the concrete with WWF 6x6-W14W1.4 (flat sheets only). Place WWF on support chairs so that it is located 1" below the top of concrete.
 - All K-series joists shall have a standard bearing seat depth of 2 1/2".
 - Splicing of structural steel members in the shop or field is prohibited without prior approval from the engineer.
 - Sequence welding to minimize weld shrinkage stresses and base material warping.
 - Burning of holes or enlarging of holes by burning structural steel is not allowed.
 - The fabricator shall be responsible for all errors of detailing on the shop drawings, errors in fabrication, and for the correct fitting of structural steel members.
 - See the loose lintel schedule for all openings in non-load bearing masonry. The general contractor shall coordinate all openings in the masonry with the steel fabricator.
 - Vertical flush wall plasterers shall be constructed full height in all CMU walls adjacent to all wall openings and wall intersections including corner and tee intersections. Plasters shall be 1-4" in length and reinforced with (2)-#5 bars in each cell unless noted otherwise.
 - The length of the hanger tubes that support the second floor from the roof joists shall consider the roof joist camber when calculating the required length of the steel. Coordinate with joist manufacturer once designed.
 - South track shall be erected level once hung from roof. Refer to Elevation Adjustment Sequencing Notes on S-120 for requirements.
 - The beam end reactions noted on this plan are service load reactions. Connections shall be designed for the indicated beam end reaction or a minimum of 20 KIPS, whichever is greater U.N.O. on plan.
 - All C8x11.5 beam end connections may be designed for 5 KIPS beam end reaction.
 - All MC8x22.8 beam end connections may be designed for 10 KIPS beam end reaction.

- ROOF DECK CONSTRUCTION ON STRUCTURAL STEEL AND BAR JOISTS**
-
- ROOF FRAMING NOTES**
- All K-series joists shall have a standard bearing seat depth of 2 1/2". All LH-series joists shall have a standard bearing seat depth of 7 1/2".
 - All roof joist bridging and their connections shall be designed for a net uplift of 15 psf.
 - Precast manufacturer shall coordinate any connections required for bottom joist extensions or bridging requirements with the joist manufacturer.
 - Splicing of structural steel members in the shop or field is prohibited without prior approval from the engineer.
 - Sequence welding to minimize weld shrinkage stresses and base material warping.
 - Burning of holes or enlarging of holes by burning structural steel is not allowed.
 - The fabricator shall be responsible for all errors of detailing on the shop drawings, errors in fabrication, and for the correct fitting of structural steel members.
 - See the loose lintel schedule for all openings in non-load bearing masonry. The general contractor shall coordinate all openings in the masonry with the steel fabricator.
 - All openings in precast walls shall be the responsibility of the precaster. Support for precast above openings shall be designed and supplied by the precaster as part of the precast system.
 - Vertical flush wall plasterers shall be constructed full height in all CMU walls adjacent to all wall openings and wall intersections including corner and tee intersections. Plasters shall be 1-4" in length and reinforced with (2)-#5 bars in each cell unless noted otherwise.
 - The beam end reactions noted on this plan are service load reactions. Connections shall be designed for the indicated beam end reaction or a minimum of 20 KIPS, whichever is greater U.N.O. on plan.
 - All C8x11.5 beam end connections may be designed for 5 KIPS beam end reaction.
 - All MC8x22.8 beam end connections may be designed for 10 KIPS beam end reaction.

STRUCTURAL STEEL LEGEND

CONVENTIONAL CONSTRUCTION
NOTE: See notes on top of supporting structural elements with standard depth joist seats. Exceptions are noted on plans & details.

- INDICATES BEAM FRAMING OVER COLUMN (SEE PLAN FOR COLUMN SHAPE ORIENTATION)
- INDICATES BEAM-TO-COLUMN CONNECTION
- INDICATES BEAM-TO-COLUMN MOMENT CONNECTION
- INDICATES AXIAL LOAD IN BEAM (FOUND ON PLAN OR ELEVATIONS); ALL CONNECTIONS ON THESE BEAMS TO HAVE SUPPLEMENTAL BOLTS
- INDICATES BEAM CAMBER
- SEE SCHEDULE BELOW
- BEAM DESIGNATION
- INDICATES LOCATION OF BEAM SPLICE
- INDICATES BEAM FRAMING INTO SIDE OF BEAM
- INDICATES BEAM FRAMING OVER BEAM
- INDICATES MOMENT CONNECTION ACROSS BEAMS IN THE SAME PLANE

(X) DESIGNATION

(X-X')	Top of Steel Elevation
blank	Note - Top of Steel Elevation to be determined by floor construction.
(S)	Stopped Beam
(BB)	Bent Beam (see detail as indicated on plan)
(C)	Can't-lever Beam
(WH)	Web Horizontal

SEAL | DATE

SHEET ISSUE

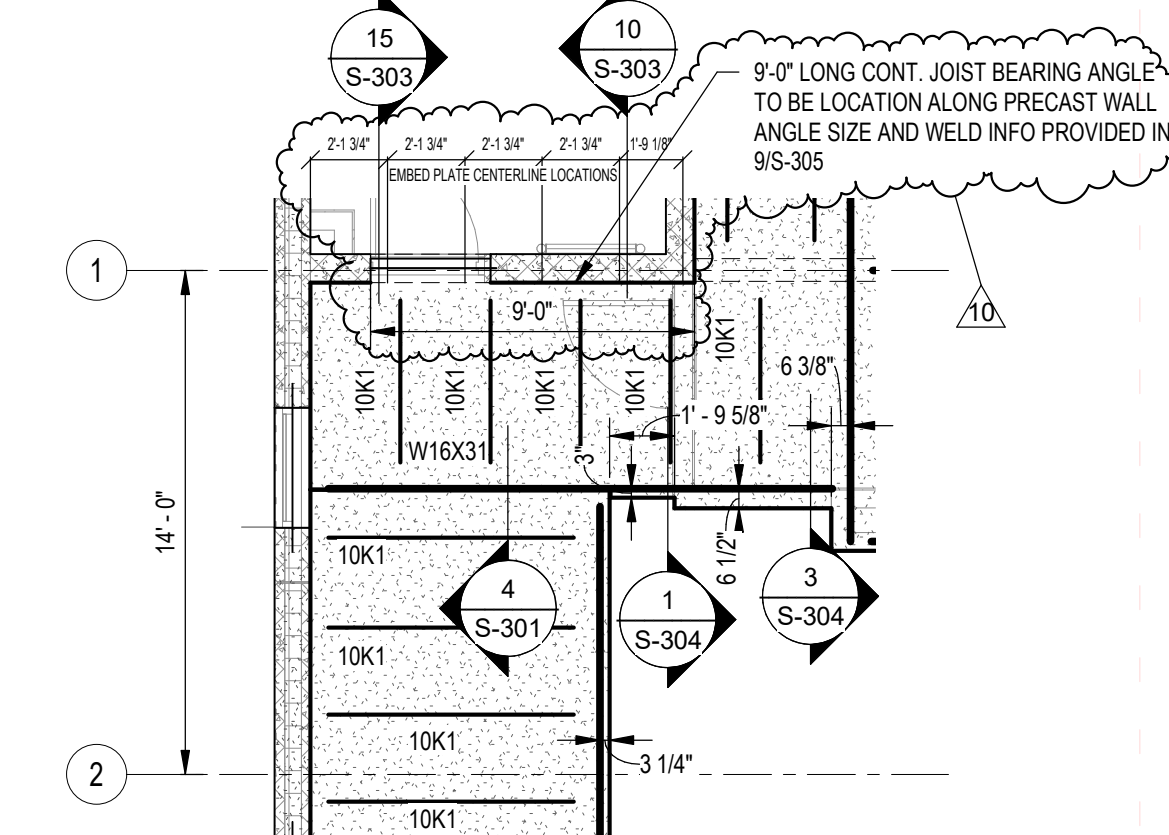
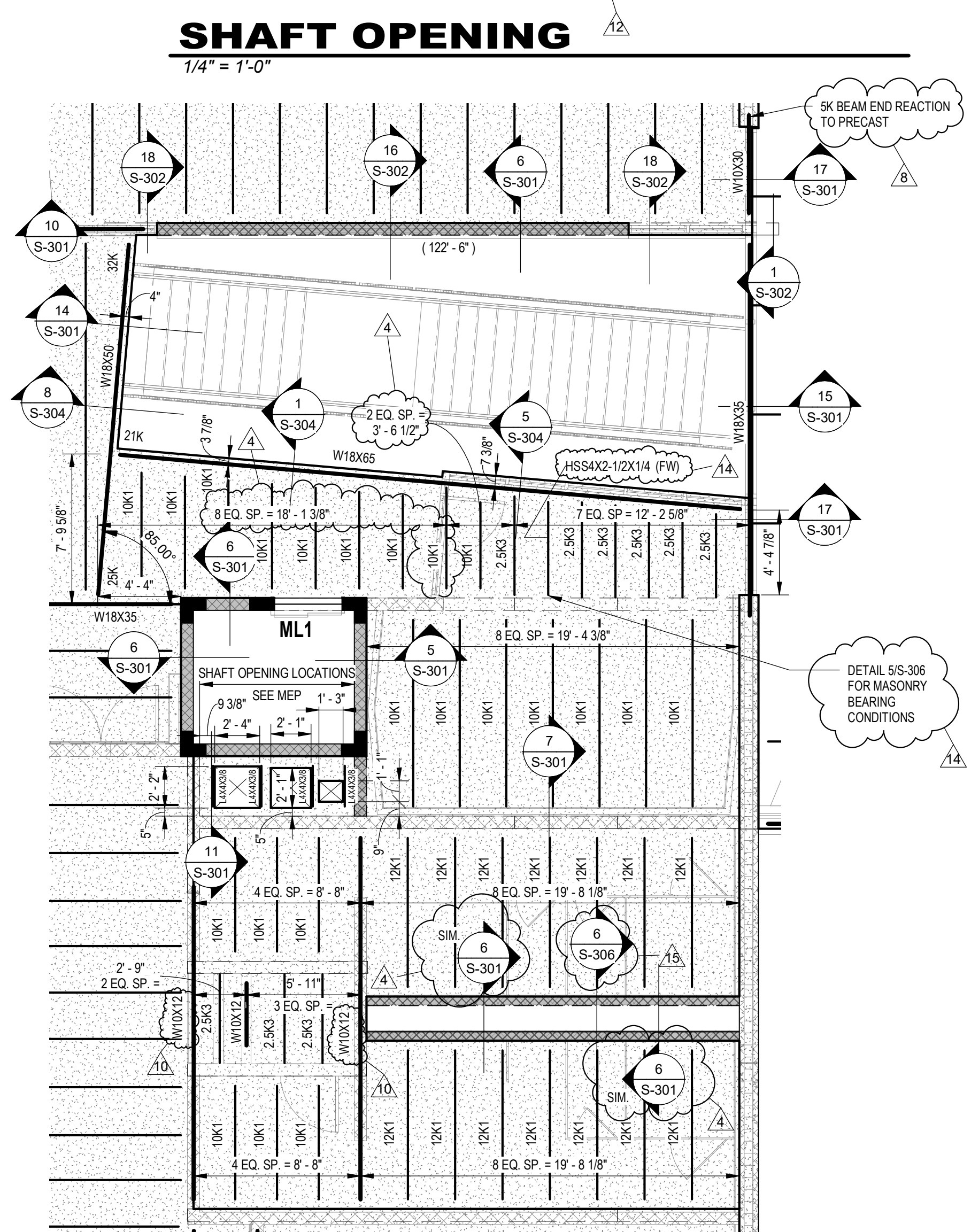
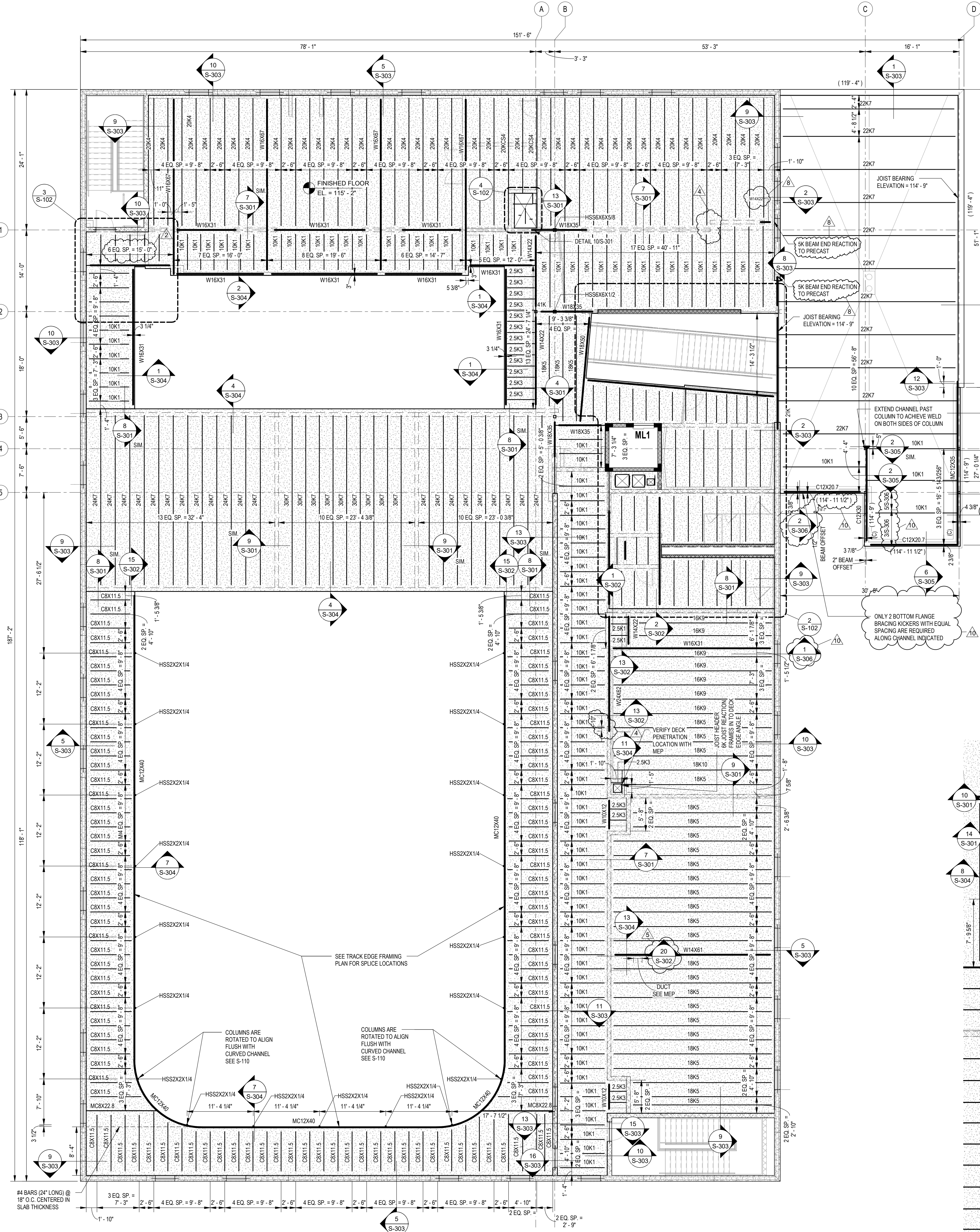
1	ISSUED FOR CONSTRUCTION	01/27/2021
2	ASI #1	02/04/2021
4	ASI #9	03/26/2021
5	ASI #13 REVISED	04/29/2021
8	ASI #19	05/27/2021
10	ASI #22	06/23/2021
12	ASI #25	08/02/2021
14	ASI #30	09/22/2021
15	ASI #31 REVISED	11/09/2021



PROJECT NO. 19163

SHEET TITLE
SECOND FLOOR & LOW ROOF FRAMING PLAN

SHEET NUMBER
S-102



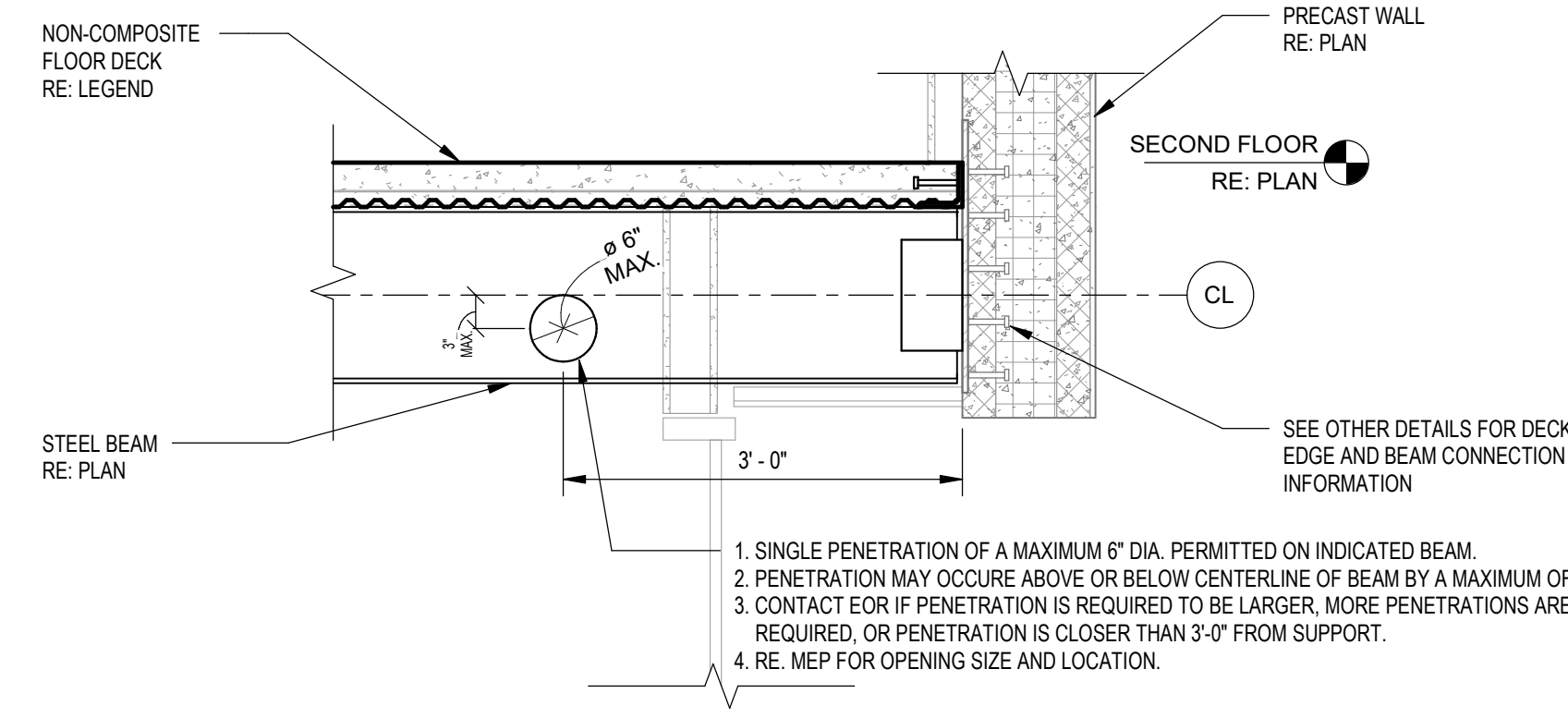
Owner
Champaign Park District
706 Kenwood Avenue
Champaign, IL 61821
217-398-2376

Architect
RATIO
102 South Neil Street, Suite 102
Champaign, Illinois 61820
217-352-7696

Structural Engineer
Bacon Farmer Workman
907 Arrow Road Suite 2
Champaign, IL 61821
217-530-4283

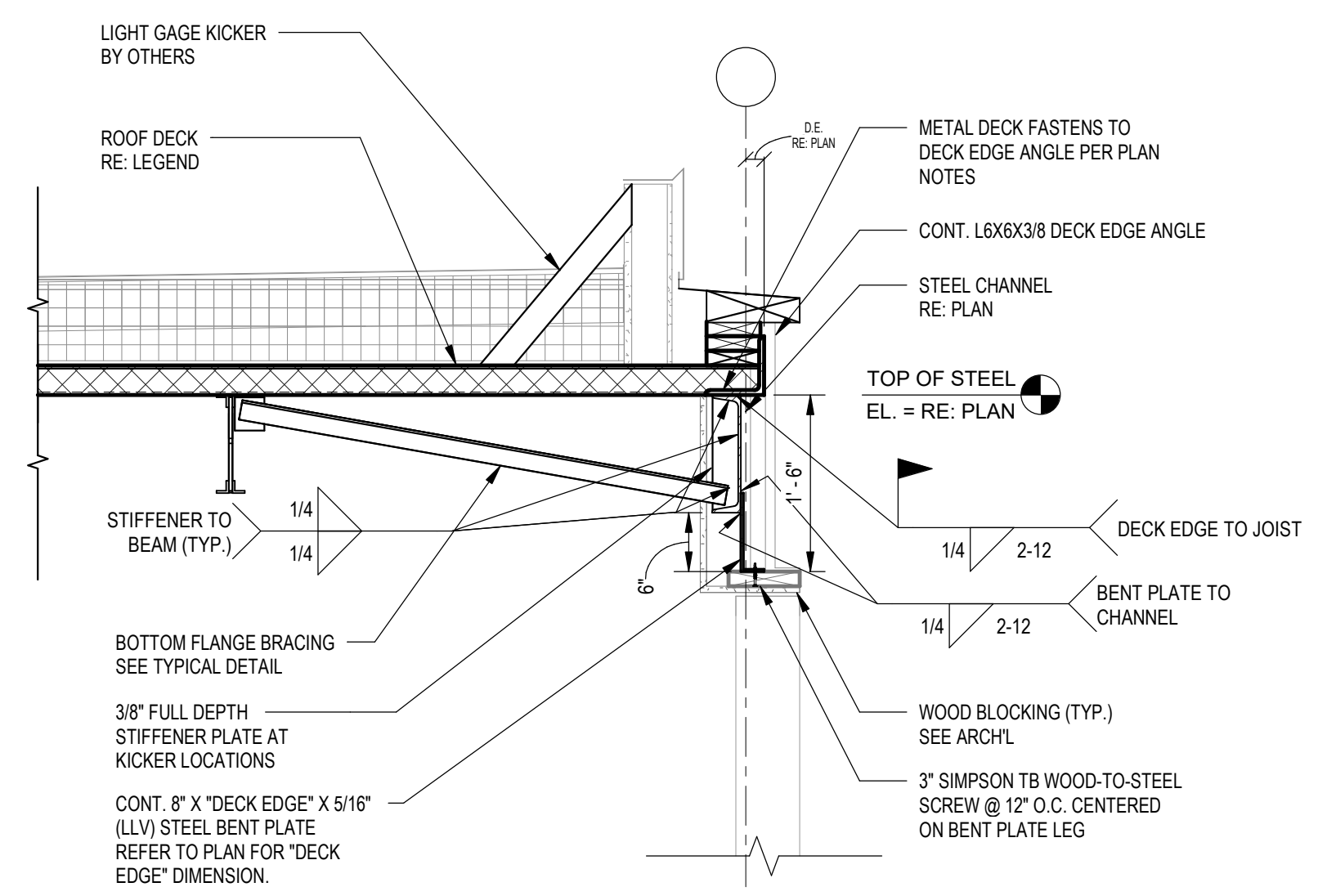
Mechanical / Electrical Engineer
BRIC Partnership, LLC
100 E. Washington St. Suite 220
Belleville, IL 62220
618-277-5200

Civil Engineer
Berns, Clancy and Associates
405 E. Main Street
Urbana, IL 61802
201-717-1555

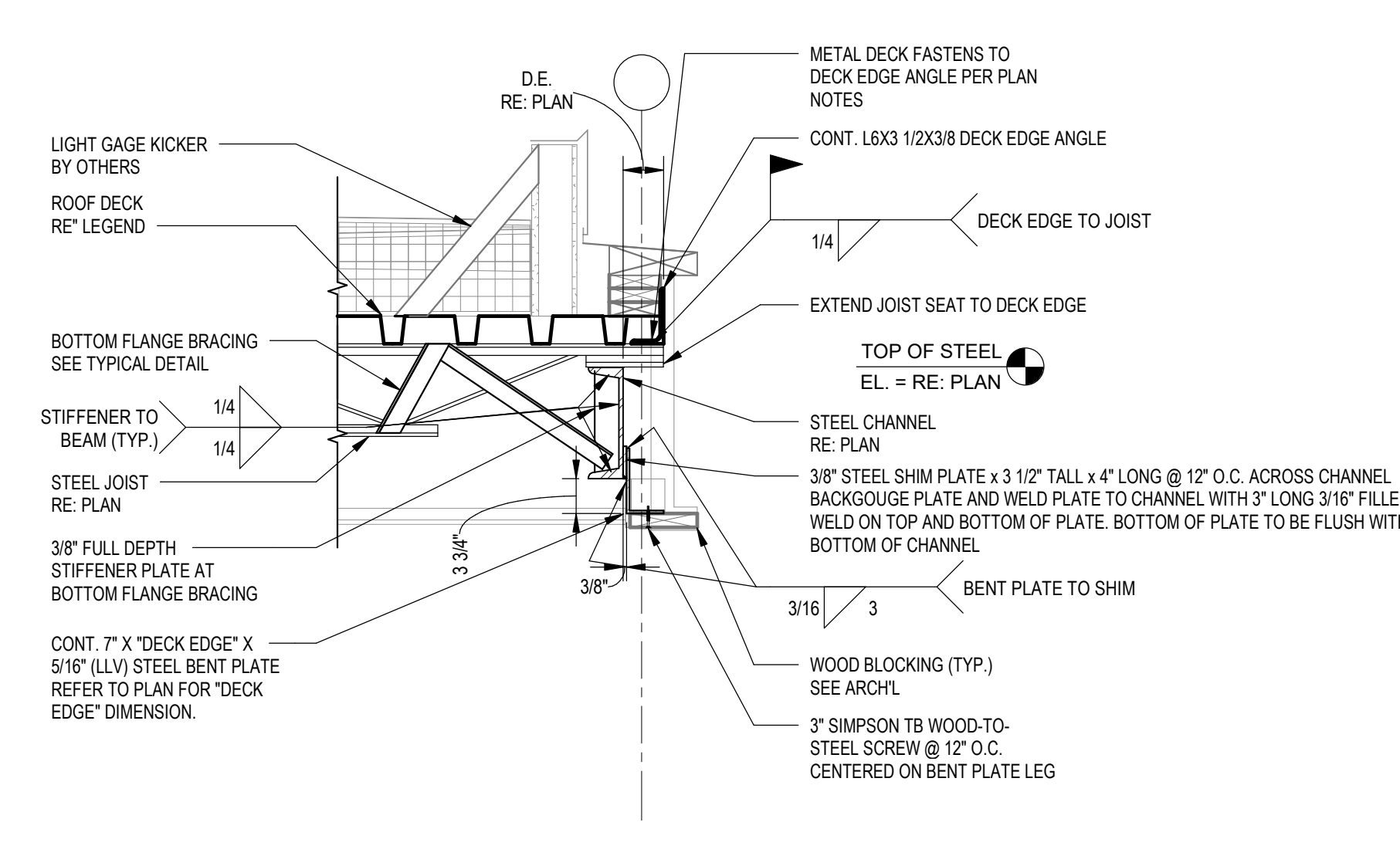


1 TYPICAL DETAIL
BEAM PENETRATION

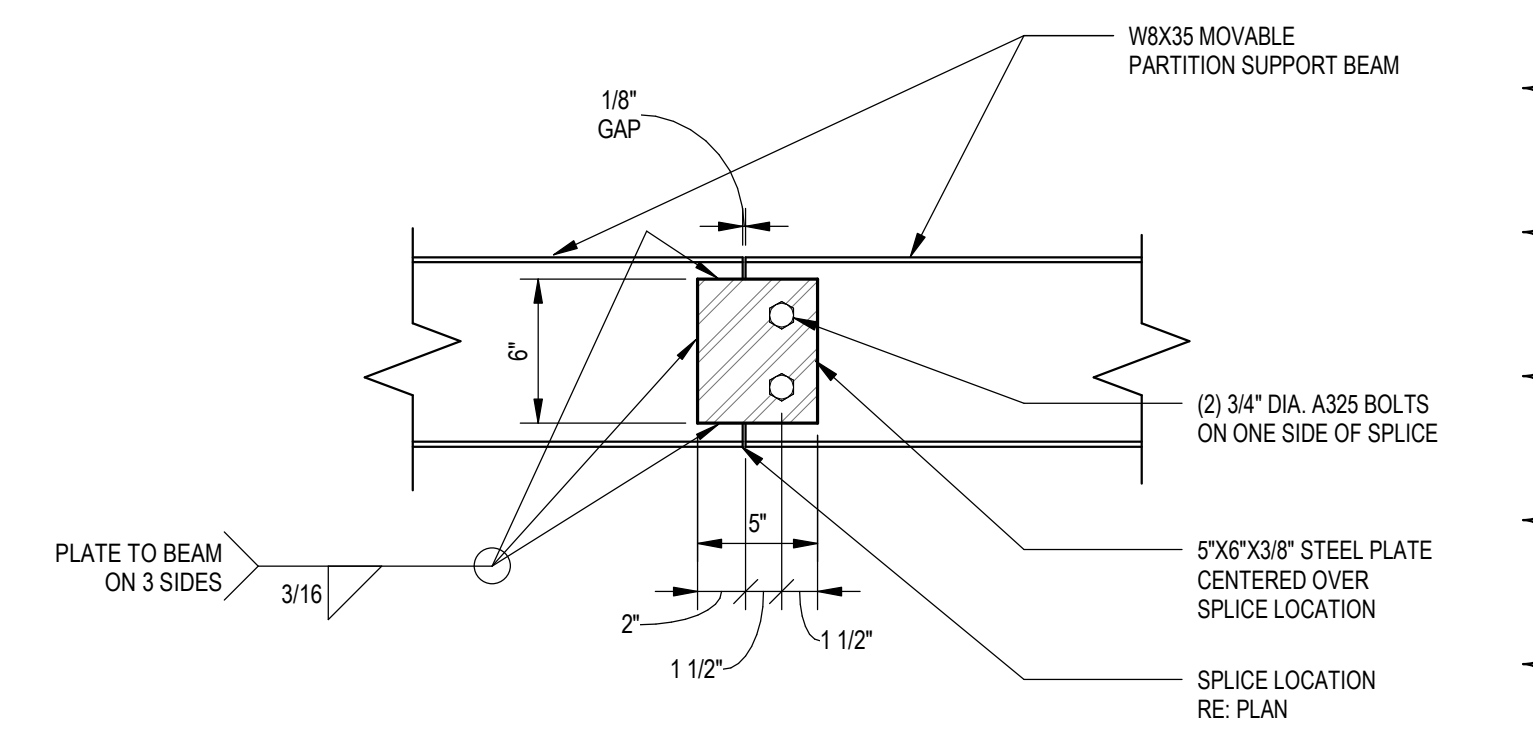
1. SINGLE PENETRATION OF A MAXIMUM 8" DIA. PERMITTED ON INDICATED BEAM.
2. PENETRATION MAY OCCURE ABOVE OR BELOW CENTERLINE OF BEAM BY A MAXIMUM OF 3".
3. CONTACT FOR IF PENETRATION IS REQUIRED TO BE LARGER. MORE PENETRATIONS ARE REQUIRED, OR PENETRATION IS CLOSER THAN 3'-0" FROM SUPPORT.
4. RE. MEP FOR OPENING SIZE AND LOCATION.



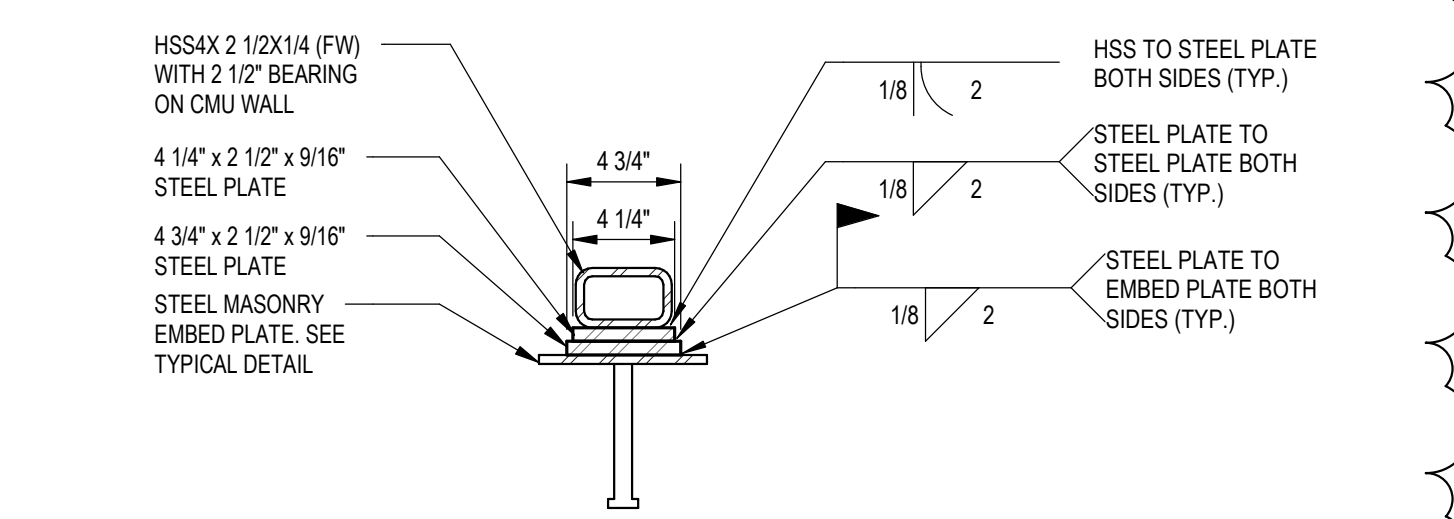
2 TYPICAL DETAIL
BOTTOM FLANGE BRACING TO PARALLEL JOIST AT CURTAIN WALL



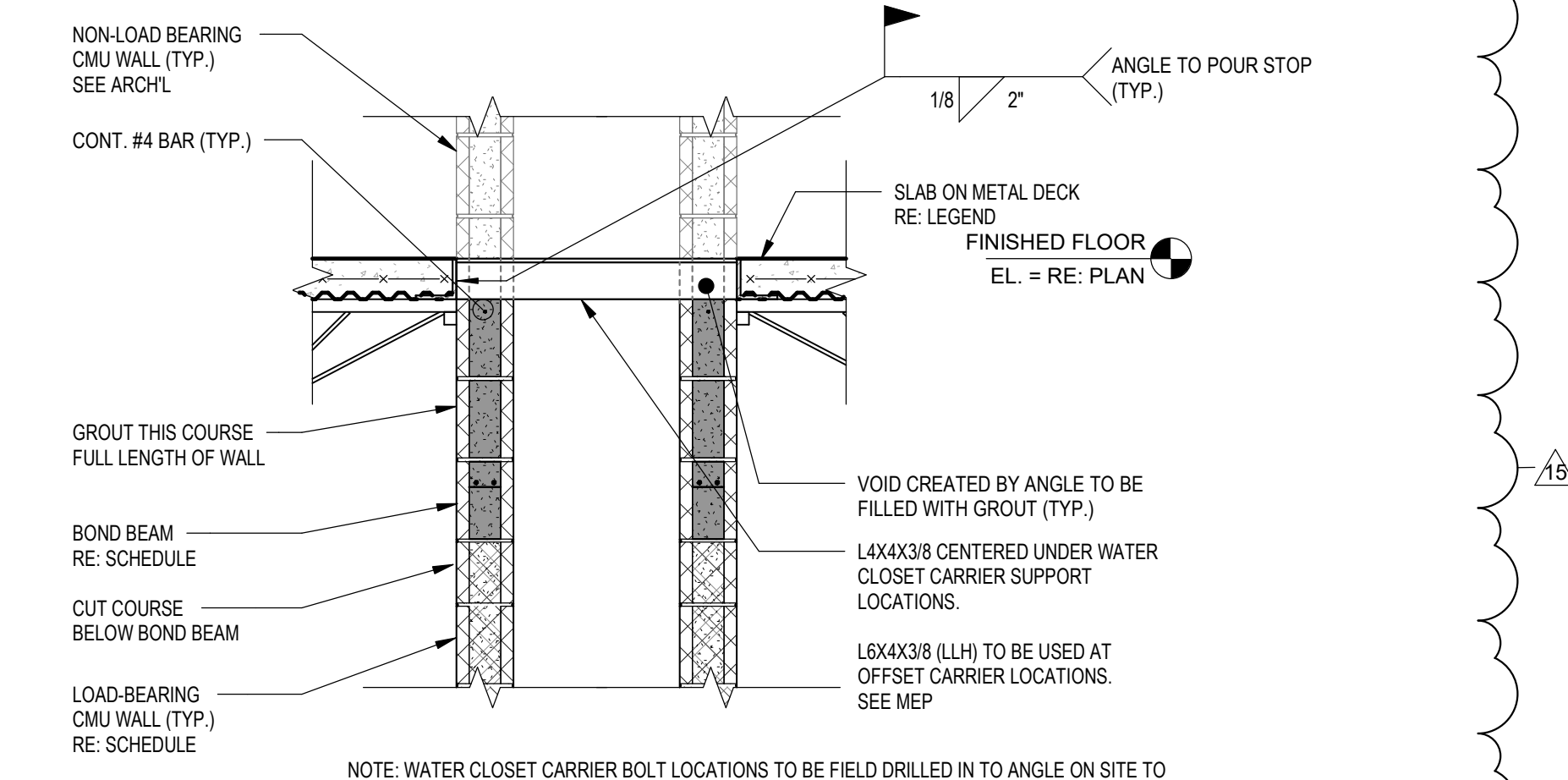
3 TYPICAL DETAIL
BOTTOM FLANGE BRACING TO PERP. JOIST AT CANOPY



4 TYPICAL DETAIL
MOVABLE PARTITION BEAM SPLICE



5 TYPICAL DETAIL
HSS JOIST BEARING ON CMU WALL



6 TYPICAL DETAIL
WATER CLOSET CARRIER SUPPORT

NOTE: WATER CLOSET CARRIER BOLT LOCATIONS TO BE FIELD DRILLED IN TO ANGLE ON SITE TO ENSURE HOLES ARE IN PROPER LOCATION FOR CARRIER ANCHORAGE.

SEAL | DATE

SHEET ISSUE	DATE
10 ASI #22	06/23/2021
13 RFI # 16	09/15/2021
14 ASI #30	09/22/2021
15 ASI #31 REVISED	11/09/2021

RATIO

PROJECT NO. 19163

SHEET TITLE
FRAMING DETAILS

SHEET NUMBER
S-306



CHANGE ORDER REQUEST

COR #: 23
TITLE: Kitchen Equipment Revisions

Date: 11/29/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Per ASI-12 and ASI-15, delete SK-1, revise SK-2 to provide integral prep table and sink with additional prep table, revise SK-3 to provide double apron triple compartment sink in lieu of single apron, provide additional floor sink (FS-1)

Subcontractor/Vendor Change Items

<u>Subcontractor/Vendor</u>	<u>Change Description</u>	<u>Value</u>
Xtreme Mechanical	Fixture Modications	\$ (80.64)
KEC Design	Furnish Prep Tables with Integral Sink	\$ 2,995.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

<u>Role</u>	<u>Change Description</u>	<u>Hours</u>	<u>x Rate (\$/hr)</u>	<u>Value</u>
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

<u>Item</u>	<u>Change Description</u>	<u>Value</u>
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	2,914.36
Fee on Sub/Vendor	5.00%	\$ 145.72
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	3,060.08
Bonds & Insurance	0.00%	\$ -

TOTAL COR VALUE: \$ 3,060.08

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

XTREME MECHANICAL, INC.

Contractors/Subcontractor Request for Proposal Breakdown Summary

RFP INFORMATION	
PROJECT:	MARTENS CENTER - CPD
RFP NO:	6-REVISED
RFP DATE:	11/26/2021
CONTRACT NO:	2471

DESCRIPTION OF CHANGE
REVISIONS TO PLUMBING FOR THE KITCHEN PER ASI 15. DELETE SK-1, DELETE SK-2, MODIFICATIONS TO SK-3(NEW SPECS), AND ADDITION OF (1) FS-1.

SUMMARY OF DETAILED BREAKDOWN			
	<u>ADDITIONS</u>	<u>DELETIONS</u>	<u>NET TOTAL</u>
A. MATERIAL	860.1 \$	-1199.49	-\$339.39
B. LABOR (+5HR/\$86.25)(-2hr/@86.25)	\$ 431.25 \$	-172.5	\$258.75
C. OTHER	\$	\$	
D. NET TOTAL	(Lines A + B + C)		-\$80.64
E. OVERHEAD AND PROFIT	(Line D x 15%; if net total is credit, then 5%)		\$0.00
F. SUBTOTAL, CONTRACTOR	(Lines D + E)		-\$80.64

CONTRACTOR'S MARKUP ON WORK OF SUBCONTRACTORS		
<u>SUBCONTRACTOR: Firm Name</u>	<u>CONTRACT WORK: Description</u>	<u>PROPOSAL</u>
1 _____	_____	\$0.00
2 _____	_____	\$
3 _____	_____	\$
4 _____	_____	\$
5 _____	_____	\$
G. SUBTOTAL of all work performed by the contractor's subcontractors		\$0.00
H. CONTRACTOR'S MARK-UP on work of subcontractor's	(Line G x 5%; if net total is credit, then 0%)	\$0.00
I. SUBTOTAL, SUBCONTRACTORS	(Lines G + H)	\$0.00

PROPOSAL		
J. WORK PERFORMED BY CONTRACTOR AND SUBCONTRACTORS		(Lines F + I) -\$80.64
K. INSURANCE, BOND AND TAXES	(enter % here)	0.00% \$0.00
L. TOTAL, REQUEST FOR PROPOSAL		(Lines J + K) -\$80.64

The request for proposal will increase (decrease) the contract amount.

This work to be accomplished in _____ 1 day

This work will increase (decrease) the contract completion date by _____ calendar days.

CONTRACTOR SIGNATURE: _____

Date: _____

Title _____



CAPITOL GROUP, INC. - Champaign
 3101 RESEARCH ROAD
 CHAMPAIGN, IL 61822
 217-351-1050
 Fax 217-351-1051



Quotation

EXPIRATION DATE	QUOTE NUMBER
07/17/2021	S2094153
CAPITOL GROUP, INC. - Champaign 3101 RESEARCH ROAD CHAMPAIGN, IL 61822 217-351-1050 Fax 217-351-1051	PAGE NO.
	1 of 3

QUOTE TO:

SHIP TO:

XTREME MECHANICAL INC
 PO BOX 3518
 CHAMPAIGN, IL 61826

XTREME MECHANICAL INC
 4912 W WINDSOR ROAD
 CHAMPAIGN, IL 61822

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB / RELEASE #	QUOTED TO	SALESPERSON
5662	CPD MARTENS CENTER	SK-1, SK-2, SK-3	LESLIE	David Stephenson
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Penny Sturdy		NET END OF MONTH	06/02/2021	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	JOHN BOOS EPT8R5-3060GSK-L-X WORK TABLE WITH PREP SINK			
1ea	BRASS B-1141-04 FAUCET *** Non-Stock Item - Non Returnable			
1ea	DEARBORN 702-1 P-TRAP 1.5- 20 GAUGE			
2ea	KEENEY 2622PCLKLF KEYED 1/2" X3/8" COMP" X COMP ANGLE STOP			
2ea	BRASSCRA PLS1-20A F 3/8 COMP X 1/2 FIP X 20			
2ea	KEENEY 850CPC 1/2" NOM LOWPATTERN CHROME ESC			
	Subtotal -----SK-1 DELETED FROM			(- 905.00)
	PROJECT			
	*			
	*			
1ea	== ELKAY ELUHAD211555 18 GAUGE STAINLESS STEEL 23.5" X 18.25" X 5.375" SINGLE BOWL UNDERMOUNT KITCHEN SINK RESIDENTIAL ADA UNDERMOUNT *** Non-Stock Item - Non Returnable			
1ea	== CHIFAU 1102-317ABCP SINK FAUCET *** Non-Stock Item - Non Returnable			
1ea	DEARBORN 18 STRAINER SS BODY & BASKET DEEP CUP			
1ea	KEENEY 114PC 1-1/2" X 12 FLANGEDSTRAINER TAILPIECE			
1ea	DEARBORN 704-1 P-TRAP 1.5- 17 GAUGE			
2ea	KEENEY 2622PCLKLF KEYED 1/2" X3/8" COMP" X COMP ANGLE STOP			
2ea	BRASSCRA PLS1-20A F 3/8 COMP X 1/2 FIP X 20			
2ea	KEENEY 850CPC 1/2" NOM LOWPATTERN CHROME ESC			
	Subtotal -----SK-2 REVISED			+ 822.49
	*			
	*			
1ea	EAGLE GROUP SOILED DISHTABLE SPECFAB UNDERCOUNTER, DISHWASHER ON LEFT, 48"W X 27-1/2"D X 43-1/2"H OVERALL, 20"X20"X5" PRE-RINSE SINK INCLUDES BASKET DRAIN WITH REMOVABLE CRUMP CUP, PROVISIONS FOR DISPOER COLLAR, NSF *** Non-Stock Item - Non Returnable			

Credit for SK-2 (fixtures only) - (\$674.49)
 SK-2 replaced with integral prep table/sink

** Continued on Next Page *

Subtotal	
S&H Charges	
Amount Due	



CAPITOL GROUP, INC. - Champaign
 3101 RESEARCH ROAD
 CHAMPAIGN, IL 61822
 217-351-1050
 Fax 217-351-1051



Quotation

EXPIRATION DATE	QUOTE NUMBER
07/17/2021	S2094153
CAPITOL GROUP, INC. - Champaign 3101 RESEARCH ROAD CHAMPAIGN, IL 61822 217-351-1050 Fax 217-351-1051	
PAGE NO.	
2 of 3	

QUOTE TO:

SHIP TO:

XTREME MECHANICAL INC
 PO BOX 3518
 CHAMPAIGN, IL 61826

XTREME MECHANICAL INC
 4912 W WINDSOR ROAD
 CHAMPAIGN, IL 61822

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB / RELEASE #	QUOTED TO	SALESPERSON
5662	CPD MARTENS CENTER	SK-1, SK-2, SK-3	LESLIE	David Stephenson
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Penny Sturdy		NET END OF MONTH	06/02/2021	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	== CHIFAU 2305-ABCP PRE-RINSE FITTING *** Non-Stock Item - Non Returnable			
2ea	KEENEY 2622PCLKLF KEYED 1/2" X3/8" COMP" X COMP ANGLE STOP			
2ea	BRASSCRA PLS1-12A F 3/8 COMP X 1/2 FIP X 12			
2ea	KEENEY 850CPC 1/2" NOM LOWPATTERN CHROME ESC			
	Subtotal -----SK-2 ORIGINAL			- 1530.24
1ea	ELKAY TRIPLE BOWL CUSTOM SINK WITH (2) 36" DRAINBOARDS *** Non-Stock Item - Non Returnable			
2ea	== CHIFAU 631-L12WXFABCP SERVICE SINK FAUCET *** Non-Stock Item - Non Returnable			
3ea	ELKAY LK24RT 3-1/2" DRAIN FITTING ROTARY LEVER OPERATED WITH 1-1/2" OD TAILPIECE COMMERCIAL CIS			
3ea	DEARBORN 704-1 P-TRAP 1.5- 17 GAUGE			
4ea	KEENEY 2622PCLKLF KEYED 1/2" X3/8" COMP" X COMP ANGLE STOP			
4ea	BRASSCRA PLS1-20A F 3/8 COMP X 1/2 FIP X 20			
4ea	KEENEY 850CPC 1/2" NOM LOWPATTERN CHROME ESC			
	Subtotal -----SK-3 REVISED			+ 4692.48
1ea	== ELKAY SS8354R4 ELKAY STURDIBILT STAINLESS STEEL 79-1/2" X 27-1/2" X 14" FLOOR MOUNT, TRIPLE COMPARTMENT SCULLERY SINK W/ DRAINBOARD *** Non-Stock Item - Non Returnable			
2ea	== CHIFAU 631-L12WXFABCP SERVICE SINK FAUCET *** Non-Stock Item - Non Returnable			
3ea	DEARBORN 18 STRAINER SS BODY & BASKET DEEP CUP			
3ea	KEENEY 114PC 1-1/2" X 12 FLANGEDSTRAINER TAILPIECE			
2ea	DEARBORN 702-1 P-TRAP 1.5- 20 GAUGE			
4ea	KEENEY 2622PCLKLF KEYED 1/2" X3/8" COMP" X COMP ANGLE STOP			
4ea	BRASSCRA PLS1-20A F 3/8 COMP X 1/2 FIP X 20			

** Continued on Next Page *

Subtotal	
S&H Charges	
Amount Due	



CAPITOL GROUP, INC. - Champaign
 3101 RESEARCH ROAD
 CHAMPAIGN, IL 61822
 217-351-1050
 Fax 217-351-1051



Quotation

EXPIRATION DATE	QUOTE NUMBER
07/17/2021	S2094153
CAPITOL GROUP, INC. - Champaign 3101 RESEARCH ROAD CHAMPAIGN, IL 61822 217-351-1050 Fax 217-351-1051	PAGE NO.
	3 of 3

QUOTE TO:

SHIP TO:

XTREME MECHANICAL INC
 PO BOX 3518
 CHAMPAIGN, IL 61826

XTREME MECHANICAL INC
 4912 W WINDSOR ROAD
 CHAMPAIGN, IL 61822

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB / RELEASE #	QUOTED TO	SALESPERSON
5662	CPD MARTENS CENTER	SK-1, SK-2, SK-3	LESLIE	David Stephenson
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Penny Sturdy		NET END OF MONTH	06/02/2021	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
4ea	KEENEY 850CPC 1/2" NOM LOWPATTERN CHROME ESC			
	Subtotal -----SK-3 ORIGINAL			(- 3604.73)

Note: Unless specifically stated otherwise upon this quote, the standard TERMS & CONDITIONS will be applicable as stated and found upon our Company website: www.capitolgroupinc.com All returns subject to a restock charge.

Subtotal	11554.94
S&H Charges	0.00
Amount Due	11554.94

- 525.00



CAPITOL GROUP, INC. - Champaign
 3101 RESEARCH ROAD
 CHAMPAIGN, IL 61822
 217-351-1050
 Fax 217-351-1051



Quotation

EXPIRATION DATE	QUOTE NUMBER
08/07/2021	S2101257
CAPITOL GROUP, INC. - Champaign 3101 RESEARCH ROAD CHAMPAIGN, IL 61822 217-351-1050 Fax 217-351-1051	
PAGE NO.	
1 of 1	

QUOTE TO:

SHIP TO:

XTREME MECHANICAL INC
 PO BOX 3518
 CHAMPAIGN, IL 61826

XTREME MECHANICAL INC
 4912 W WINDSOR ROAD
 CHAMPAIGN, IL 61822

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB / RELEASE #	QUOTED TO	SALESPERSON
5662	CPD MARTENS CENTER	CHANGE	LESLIE	David Stephenson
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Penny Sturdy		NET END OF MONTH	06/23/2021	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	== MIFAB FS1723-FL-1 3"NH 12X12X6 FULL NB GR/FR/FLG *** Non-Stock Item - Non Returnable			
	Subtotal -----FS-1			509.00
	PLUS FREIGHT CHARGES			
	<i>Freight</i>			<i>75.00</i>

Note: Unless specifically stated otherwise upon this quote, the standard TERMS & CONDITIONS will be applicable as stated and found upon our Company website: www.capitolgroupinc.com All returns subject to a restock charge.

Subtotal	509.00
S&H Charges	0.00
Amount Due	509.00

+ 75
584.00



CAPITOL GROUP, INC. - Champaign
 3101 RESEARCH ROAD
 CHAMPAIGN, IL 61822
 217-351-1050
 Fax 217-351-1051



Quotation

EXPIRATION DATE	QUOTE NUMBER
08/07/2021	S2101292
CAPITOL GROUP, INC. - Champaign 3101 RESEARCH ROAD CHAMPAIGN, IL 61822 217-351-1050 Fax 217-351-1051	PAGE NO.
	1 of 1

QUOTE TO:

SHIP TO:

XTREME MECHANICAL INC
 PO BOX 3518
 CHAMPAIGN, IL 61826

XTREME MECHANICAL INC
 4912 W WINDSOR ROAD
 CHAMPAIGN, IL 61822

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB / RELEASE #	QUOTED TO	SALESPERSON
5662	MARTEN CENTER	LESLIE	LESLIE	David Stephenson
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Nancy Schultz		NET END OF MONTH	06/23/2021	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
	UNDERGROUND P100 *****			
1ea	4" X 3" DWV PVC WYE 192327L 5830		18.551/ea	18.55
1ea	3" DWV PVC WYE 192303L 05824		12.594/ea	12.59
1ea	3" X 2" DWV PVC WYE 192326L 5828		9.318/ea	9.32
1ea	3" X 2" DWV PVC SANITARY TEE 192130L 05763		7.584/ea	7.58
2ea	3" DWV PVC 45 ST ELBOW 192403 5892		5.860/ea	11.72
1ea	3" DWV PVC P-TRAP H X H 193203 5230		22.705/ea	22.71
5ea	2" DWV PVC 90 SANITARY ELBOW 192252L 05877		2.348/ea	11.74
1ea	2" DWV PVC 45 ELBOW 192502 05886		2.176/ea	2.18
2ea	2" DWV PVC 45 ST ELBOW 192402 5891		2.220/ea	4.44
1ea	2" X 10' PVC SCH 40 PLAIN END		15.568/ea	15.57
1ea	OATEY 42721 3 IN. PVC FLOOR SINK		36.881/EA	36.88
1ea	OATEY 42753 9 3/16 IN. FULL TOP GRATE-FLOOR SINK		12.806/EA	12.81
	Subtotal -----			166.09
	1ST FLOOR P200 *****			
1ea	2" DWV PVC 90 SANITARY ELBOW 192252L 05877		2.348/ea	2.35
2ea	2" DWV PVC SANITARY TEE 192152L 5753		3.828/ea	7.66
	Subtotal -----			10.01

Note: Unless specifically stated otherwise upon this quote, the standard TERMS & CONDITIONS will be applicable as stated and found upon our Company website: www.capitolgroupinc.com All returns subject to a restock charge.

Subtotal	176.10
S&H Charges	0.00
Amount Due	176.10

+ misc hangers, glue, etc
 100

 276.10

To:
 Champaign Park District -Martens Center
 1515 North Market Street
 Champaign, IL 61822

Project:
 Champaign Park District -Martens Center
 1515 North Market Street
 Champaign , IL 61822

From:
 KEC Design LLC
 Steve Cler
 301 E. Mercury Dr. #2
 Champaign, IL 61822
 217.356.1640

Terms of Payment: Net 30 days from date of invoice/receipt of merchandise. A service charge of 1 ½ % per month may be invoked and applied after the 30-day period until payment is received.

Any payments made by credit card for amounts over \$500 will incur a 3% processing fee.

Due to the volatility of present market pricing, all pricing provided is subject to change without notice. Please contact KECdesign in advance of ordering to confirm final pricing.

Item	Qty	Description	Sell	Sell Total
KE-20	1 ea	WORK TABLE, STAINLESS STEEL TOP Advance Tabco Model No. CUSTOM TABLE #1 Work Table, 66"W x 25"D, 16 gauge 304 stainless steel top with 5"H backsplash, stainless steel legs with side & rear crossrails, adjustable stainless steel bullet feet, NSF	\$1,772.00	\$1,772.00
	1 ea	OPTION #1 Special working height (per table) 34" high		
	1 ea	OPTION #2 Modification to reduce length and/or width of table, start with next largest size 25" x 66"		
	1 ea	OPTION #3 Sink Welded Into Table Top, 10"W x 14"D x 5" deep bowl, includes faucet, NSF (must specify sink location) left end		
			ITEM TOTAL:	\$1,772.00
KE-22	1 ea	WORK TABLE, STAINLESS STEEL TOP Advance Tabco Model No. CUSTOM TABLE #2 Work Table, 48"W x 30"D, 16 gauge 304 stainless steel top with 5"H backsplash, stainless steel legs with side & rear crossrails, adjustable stainless steel bullet feet, NSF	\$1,033.00	\$1,033.00
	1 ea	OPTION #1 Special working height (per table) 34" high		
	1 ea	OPTION #2 Modification to reduce length and/or width of table, 25" x 42"		
			ITEM TOTAL:	\$1,033.00

Merchandise	\$2,805.00
Freight	\$190.00
Total	\$2,995.00

Prices Good Until: 10/29/2021

KECdesign management reserves final order acceptance on all proposals prior to execution.

****Terms & Conditions****

****ALL UTILITY CONNECTIONS ARE BY OTHERS****

Acceptance: This proposal is submitted for acceptance within the described deadline shown on the proposal. Prices are firm after acceptance provided the Buyer releases the order for production within 30 days of placement-see paragraph "prices." Typographical and clerical errors in quotations, orders and acknowledgments are subject to correction.

Terms of Payment: Net 30 days from date of invoice/receipt of merchandise. A service charge of 1 ½ % per month may be invoked and applied after the 30-day period until payment is received. Invoicing will be rendered when shipment has been made, unless otherwise indicated in quotation. The stated price is subject to any state, federal or local government regulatory ordinances or statutes governing interest rates and shall be construed and interpreted to allow the highest rate applicable and not more. In the event of a conflict between this rate and other law, the law shall prevail. In the event KECdesign, LLC employs an attorney to enforce its rights and remedies under this agreement and/or to collect funds owing pursuant to this agreement, buyer agrees to pay a reasonable attorney's fee for KECdesign, LLC attorney, plus all other reasonable expenses incurred by KECdesign, LLC in enforcing its rights under this agreement.

Taxes: Unless specifically stated, we include no taxes of any kind in the sale price. Any taxes, if applicable and imposed by any present or future local, state or federal agency for any reason must be paid by the Buyer.

Shipments: All shipments are f.o.b. Factory or, if shipped from another location, f.o.b. point of shipment with charges either allowed, added to invoice, or collect as noted.

Freight: Consignee must thoroughly inspect shipment for any damage and verify piece count. Any damage or missing pieces should be noted on delivery receipt prior to driver leaving. Failure to note damage and/or shortage on delivery receipt will compromise efforts to recoup any credit for damaged and/or missing merchandise.

Claims: The responsibility of the company ceases upon delivery of material in good order to the carrier. As all goods are shipped at the buyer's risk, any claims for damage or shortage or loss in transit must be filed by the buyer against the transportation company, (We will assist the Buyer in any reasonable way possible in the filing and collection for any claim for damages and/or losses while in transit.)

Claims against factory shortages will not be considered unless made within 60 days after receipt of the goods. Acceptance or Approval: Should the equipment on this proposal be purchased subject to acceptance or approval of another (such as Architect, Engineer, Owner, etc.), KECdesign, LLC shall not be liable in any way should acceptance or approval not be granted. We cannot guarantee to meet or equal specifications written on behalf of another equipment manufacturer.

Warranties: KECdesign, LLC extends to buyer the manufacturer's warranty (a copy of which is available upon request.) Manufacturer's warranty is in lieu of any warranties contained in any applicable project conditions, plans, or specifications unless specifically stated otherwise. KECdesign, LLC makes no other warranties, express or implied, as to any matter whatsoever, including without limitation, the conditions of the equipment, its merchantability or fitness for a particular purpose. KECdesign LLC shall not be liable for any damages by reason of failure of the equipment to operate or a faulty operation of this equipment. KECdesign, LLC shall not be held responsible for any direct, incidental or consequential damages or liquidated damages or losses (including but not limited to loss of use, income, profit or production, or spoilage or increased cost of operation) resulting from the installation, operation or use of the equipment.

Limitation of Remedy: KECdesign, LLC shall have no liability for any damage caused by negligence,

accident, misuse, improper storage, improper installation, improper service, maintenance or operation. KECdesign, LLC's liability (whether under theories of warranty, negligence, strict liability or contract) is limited solely to repair or replacement of equipment or its parts by KECdesign, LLC or its duly authorized representative, or at KECdesign, LLC's option and in its sole discretion, refund of the purchase price, and the foregoing shall be the sole and exclusive remedy against KECdesign, LLC. In no event shall KECdesign, LLC's liability with respect to the goods or their non-delivery exceed the purchase price paid by Buyer to KECdesign, LLC. Buyer shall have no right to consequential or incidental damages or to any remedy not herein before described. Any claim by Buyer against KECdesign, LLC with respect to the goods is deemed waived by Buyer unless submitted to KECdesign, LLC in writing within ten (10) days of the date Buyer discovered or by reasonable inspection should have discovered, the basis for such claim.

Claims Resolution: All claims and disputes between Buyer and KECdesign, LLC arising out of or relating to performance of any agreement or breach thereof involving this project shall be decided by binding arbitration. Both parties will have the right to conduct discovery in accordance with Federal Rules of Civil Procedure and within reasonable time limitations to be imposed by the AAA or the arbitrator. Any award arising from such proceedings shall be final and binding upon the parties and enforceable in accordance with the Federal Arbitration Act.

Delays: Seller shall not be liable for failures or delays in making delivery hereunder when such failure or delay results from an act of God or public enemy accident, explosion, fire, storm, earthquake, flood , drought, perils of the sea, strikes, lock-outs, labor troubles, riots sabotage, embargo, wars (whether or not declared and whether or not the United States is involved), federal, state or municipal law, ordinance, rule, regulation, ordinance, rule, regulation, order license, priority, seizure requisition or allocation or other restrictions, failure or delay of transportation, shortage of or inability to obtain supplies, equipment, fuel or labor or any other circumstances of a similar or different nature beyond the reasonable control of the Seller.

Credit: If Buyer's credit, at the sole judgment of the Seller, is impaired at any time, Seller shall have the right to defer shipment or cancel the order.

Penalties: No penalty clause of any kind will be effective unless approved in writing by an officer of KECdesign, LLC.

Cancellation: Should the order be canceled through no fault of KECdesign, LLC, the Buyer is liable for reimbursement for any and all expenses incurred in connection with this transaction; and in accordance with law for any other losses incurred by Seller.

Return of Goods: Goods may not be returned except by permission of a representative of KECdesign, LLC and when so returned, shall be subject to handling and transportation charges.

Prices: Unless otherwise notified, prices on orders will be held firm provided the order is released for production within 90 days of placement. (The date of placement being the date of the Buyer's order and the date of release being the date the official notice of release is received at the Seller's office.) Order released after 90 days from date of customer's purchase order may be subject to escalation.

Title: The title to all material(s) and/or equipment and to any and all additions and accessories thereto and substitutions therefore, shall remain with Seller until the purchase price thereof is paid in full.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$2,995.00

**ARCHITECT'S SUPPLEMENTAL
INSTRUCTIONS**

Owner Contact: Andrew Weiss / Champaign Park District
Architect Contact: Ryan Hinz / RATIO Architects, LLC.
Contractor Contact: Tyler Adkins / Broeren Russo Builders, Inc

File: 19163.000/CA/ASI

Project: Martens Center

A.S.I. Number: **12**

Owner: Champaign Park District

Date of Issuance: April 19, 2021

To: Broeren Russo Builders, Inc.

Architect: RATIO Architects, LLC.
102 S. Neil Street
Champaign, IL 61820

Architect's Project No.: 19163.000

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in the Contract Sum or Contract Time. Proceeding with the work in accordance with these instructions shall serve as your acceptance of this change as consistent with the Contract Documents, without change to the Contract Sum or Contract Time.

Description:

1. Per City of Champaign Building Permit Review 4 provide front approach at KE-09 integrated sink.

Attachments:

1. Specification sections:
2. Drawings: A-503, A-912
3. Other:

END ASI 12

ISSUED BY: RYAN HINZ 4/19/2021
RATIO Architect, LLC. Date

GENERAL EQUIP. PLAN NOTES

- A. FURNITURE AND O/O/O EQUIPMENT SHOWN FOR COORDINATION PURPOSES ONLY.
- B. VERIFY QUANTITIES AND LOCATION OF PLUMBING, MECHANICAL, AND ELECTRICAL NEEDS WITH EQUIPMENT CUTSHEETS.
- C. REFER TO SHEET A-911 FOR SIGNAGE AND EQUIPMENT SCHEDULES.

MARTENS CENTER
1515 N MARKET ST
CHAMPAIGN, IL
61820

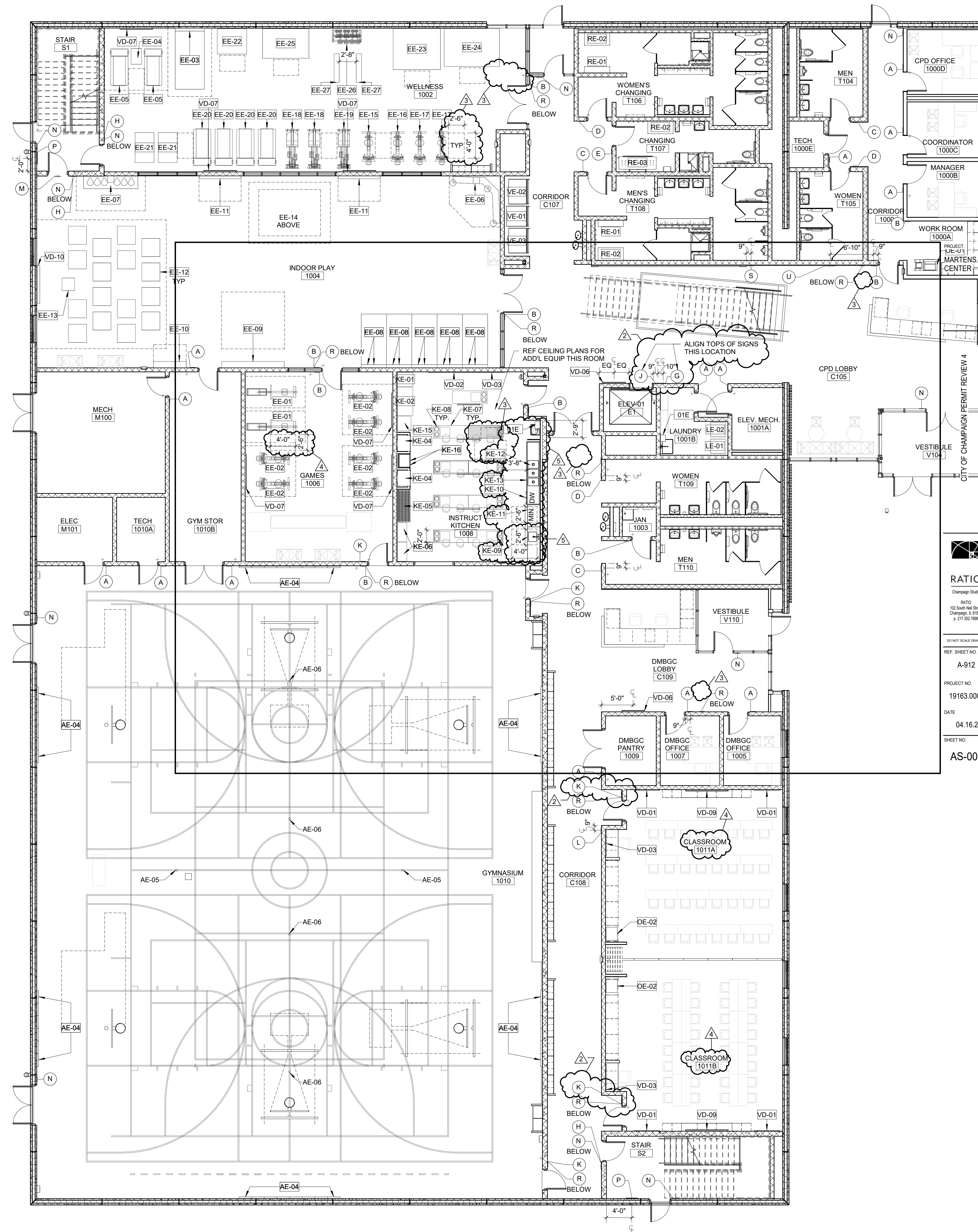
Owner
Champaign Park District
706 Kenwood Avenue
Champaign, IL 61821
217-398-2376

Architect
RATIO
102 South Neil Street, Suite 102
Champaign, Illinois 61820
217-352-7696

Structural Engineer
Bacon Farmer Workman
907 Arrow Road Suite 2
Champaign, IL 61821
217-530-4283

Mechanical / Electrical Engineer
BRIC Partnership, LLC
100 E. Washington St. Suite 220
Belleville, IL 62220
618-277-5200

Civil Engineer
Berns, Clancy and Associates
405 E. Main Street
Urbana, IL 61802
217-384-1144



RATIO
Champaign Studio
1515 North Neil Street
Champaign, IL 61820
217-352-7696

DO NOT SCALE DRAWING

REF SHEET NO.
A-912

PROJECT NO.
19163.000

DATE
04.16.21

SHEET NO.
AS-002

SEAL | DATE 04/14/21

SHEET ISSUE		
1	ISSUE FOR CONSTRUCTION	01/27/21
2	CITY OF CHAMPAIGN PERMIT REVIEW	02/05/21
3	CITY OF CHAMPAIGN PERMIT REVIEW 2	03/18/21
4	CITY OF CHAMPAIGN PERMIT REVIEW 3	03/29/21
5	CITY OF CHAMPAIGN PERMIT REVIEW 4	04/14/21



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PROJECT NO. 19163.000

SHEET TITLE
**FIRST FLOOR
SIGNAGE AND
EQUIPMENT PLAN**

SHEET NUMBER
A-912

FIRST LEVEL EQUIPMENT PLAN
1/8" = 1'-0"

**ARCHITECT'S SUPPLEMENTAL
INSTRUCTIONS**

Owner Contact: Andrew Weiss / Champaign Park District
Architect Contact: Ryan Hinz / RATIO Architects, LLC.
Contractor Contact: Tyler Adkins / Broeren Russo Builders, Inc
Other Contact: Joel Vogt / BRiC Partnership
File: 19163.000/CA/ASI

Project: Martens Center

A.S.I. Number: **15**

Owner: Champaign Park District

Date of Issuance: May 3, 2021

To: Broeren Russo Builders, Inc.

Architect: RATIO Architects, LLC.
102 S. Neil Street
Champaign, IL 61820

Architect's Project No.: 19163.000

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in the Contract Sum or Contract Time. Proceeding with the work in accordance with these instructions shall serve as your acceptance of this change as consistent with the Contract Documents, without change to the Contract Sum or Contract Time.

Description:

6. P-000
 - A. Update schedule for SK-3
7. P-100
 - A. Grease trap location and associated piping moved.
 - B. Location of kitchen lavatory sanitary tie in moved north of grease trap
 - C. Floor sink and associated sanitary and vent piping added for floor sink under 3-pot sink and connected to sanitary branch
 - D. Sanitary pipe connection to main for SK-2 reworked
 - E. Vent piping for floor sink for ice maker moved to eastern wall.
8. P-200
 - A. Grease Trap lid location moved as well as vent piping to grease trap
 - B. New floor sink added under 3-pot sink for dishwasher draining
 - C. Sanitary piping path for lavatory now straight down through floor.

Attachments:

1. Drawings: P-000, P-100, P-200

END ASI 15

ISSUED BY: RYAN HINZ 05/03/21
RATIO Architect, LLC. Date

PLUMBING ABBREVIATIONS

NOT ALL SYMBOLS ARE USED FOR THIS PROJECT
AMERICANS WITH DISABILITIES ACT

ADA	AMERICANS WITH DISABILITIES ACT
AP	ACCESS PANEL
BP	BOOSTER PUMP
BT	BATHTUB
BTC	BRANCH TO CONNECTION
BV	BALANCE VALVE
CI	CAST IRON
CO	CLEANOUT
CSS	CLINICAL SERVICE SINK
DCVA	DOUBLE CHECK VALVE ASSEMBLY
DS	DOWNSPOUT
DW	DISHWASHER
DWH	DOMESTIC WATER HEATER
EEW	EMERGENCY EYE WASH
ESEW	EMERGENCY SHOWER & EYE WASH
ESH	EMERGENCY SHOWER
ET	EXPANSION TANK
EW	ELECTRIC WATER COOLER
FCO	FLOOR CLEAN OUT
GCO	GRADE CLEANOUT
GD	GARBAGE DISPOSAL
HB	HOSE BIBB
HWRP	HOT WATER RETURN PUMP
HWST	HOT WATER STORAGE TANK
IM	ICE MAKER
IW	INDIRECT WASTE
LA	LAVATORY
MB	MOP BASIN
NC	NOT IN CONTRACT
OB	OUTLET BOX
RD	ROOF DRAIN
RPZ	REDUCED PRESSURE BACKFLOW PREVENTER
S	SANITARY
S/S	STAINLESS STEEL
SH	SHOWER
SK	SINK
SP	SUMP PUMP
SS	SANITARY STACK
SSK	SHOP SINK
SW	SOFT WATER
TMV	THERMOSTATIC MIXING VALVE
UR	URINAL
V	VENT
VB	VACUUM BREAKER
VS	VENT STACK
VTR	VENT THRU ROOF
W	WASTE
WC	WATER CLOSET
WCO	WALL CLEANOUT
WD	WASHER DRAIN
WH	WALL HYDRANT
WHM	WATER HAMMER ARRESTOR
WM	WATER METER
WS	WASTE STACK
WSV	WASTE STACK VENT
YCO	YARD CLEANOUT

COMMON PFP SYMBOLS & ABBREVIATIONS

NOT ALL SYMBOLS ARE USED FOR THIS PROJECT
DIRECTION OF FLOW

	BRANCH CONNECTION, BOTTOM
	BRANCH CONNECTION, TOP
	ELBOW, TURNED DOWN
	ELBOW, TURNED UP
	SHUTOFF VALVE
	CHECK VALVE
	PRESSURE REDUCING VALVE
	PRESSURE GAUGE
	UNION
	PIPING CAP
	MATCH LINE
	DETAIL DESIGNATION
	KEYED NOTE
	REVISION NOTE
	ABOVE FINISHED FLOOR
	AUTHORITIES HAVING JURISDICTION
	ACCESS PANEL
	BOTTOM OF PIPE
	DIAMETER
	DOWN
	EXISTING
	FINISHED FLOOR ELEVATION
	GALLONS PER HOUR
	GALLONS PER MINUTE
	HORSEPOWER
	INVERT ELEVATION
	NORMALLY CLOSED
	NOT TO SCALE
	POUNDS PER SQUARE INCH
	REVOLUTIONS PER MINUTE
	ROUGH-IN
	SHUTOFF VALVE
	TOTAL DYNAMIC HEAD
	VERIFY IN FIELD

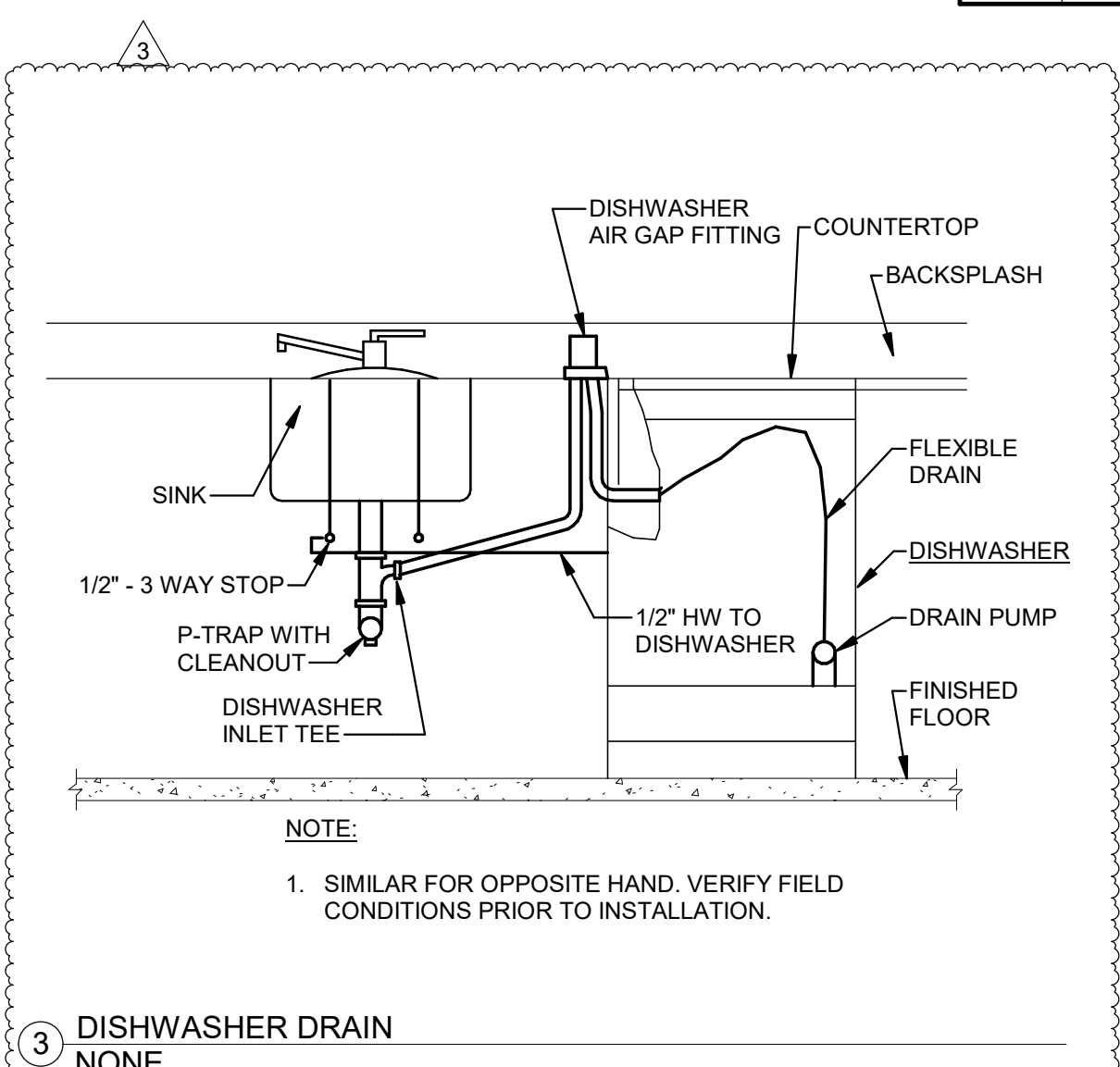
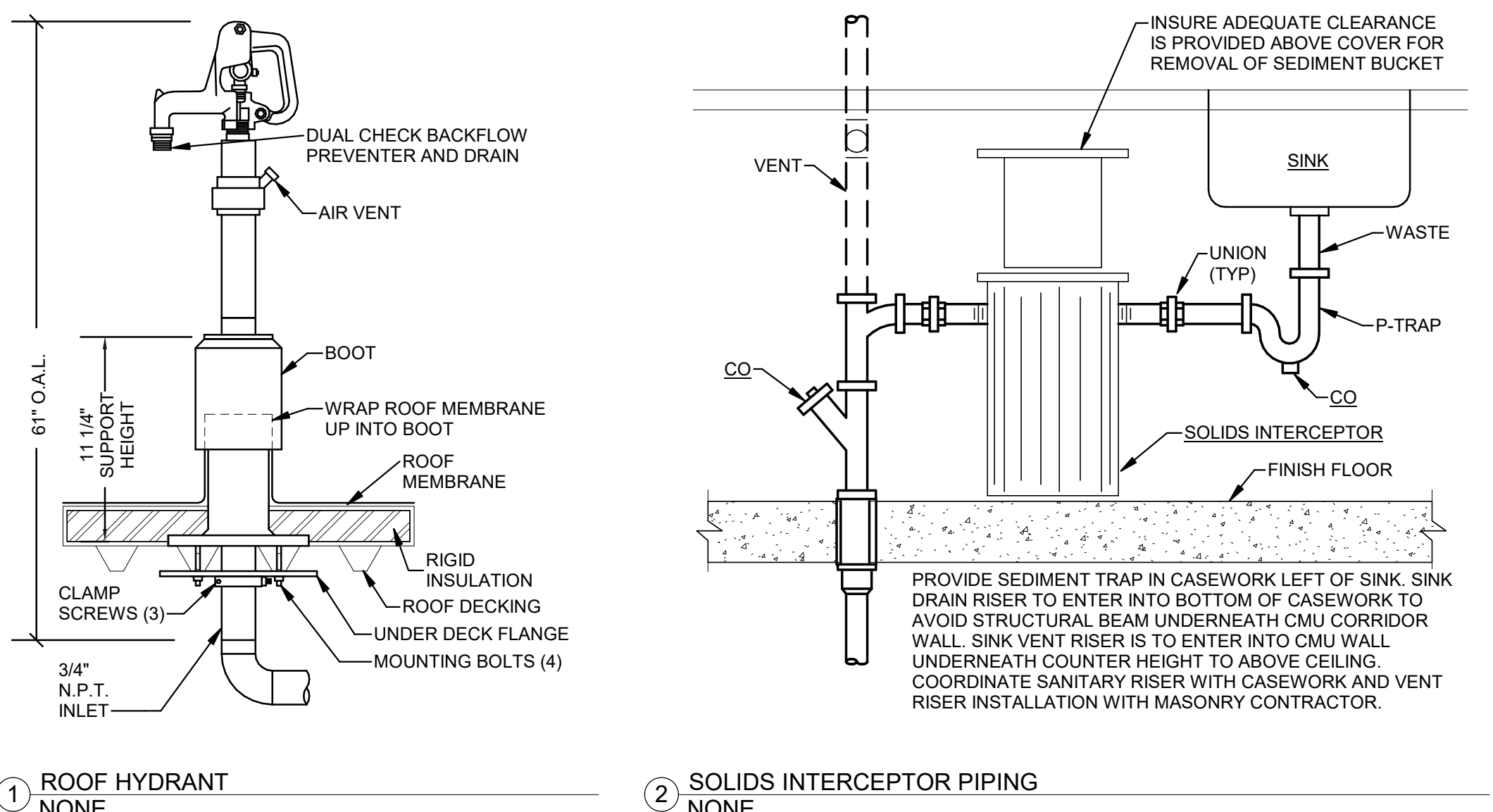
PLUMBING SYMBOLS & ABBREVIATIONS

NOT ALL SYMBOLS ARE USED FOR THIS PROJECT
TRAPPED CONNECTION

	STRAINER
	BALANCING VALVE
	CLEANOUT (CO)
	OS & Y GATE VALVE
	TEMPERATURE GAUGE
	THERMOSTATIC MIXING VALVE
	REDUCED PRESSURE BACKFLOW PREVENTER
	HOSE BIBB WALL HYDRANT
	DRAIN PIPING
	DOMESTIC COLD WATER PIPING (CW)
	DOMESTIC HOT WATER PIPING (HW)
	DOMESTIC HOT WATER RETURN PIPING (HWR)
	NON-POTABLE WATER PIPING
	PUMP DISCHARGE PIPING
	SANITARY PIPING
	STORM PIPING
	OVERFLOW STORM PIPING
	TEMPERED WATER
	VENT PIPING
	NEW FIXTURE
	FLEXIBLE CONNECTION
	FLOOR DRAIN/FLOOR SINK (FDFS)
	CIRCULATION PUMP

- ### PLUMBING GENERAL NOTES
- PIPING DRAWINGS ARE TO BE CONSIDERED SCHEMATIC AND ARE NOT INTENDED TO INDICATE ALL CHANGES IN DIRECTION.
 - DUE TO THE LIMITED SPACE AVAILABLE FOR THE INSTALLATION OF ALL THE PLUMBING WORK, COORDINATION BETWEEN ALL OTHER TRADES IS OF THE UTMOST IMPORTANCE.
 - THESE PLANS ARE DIAGRAMMATIC IN NATURE. THIS CONTRACTOR SHALL BE PREPARED TO MAKE ALTERATIONS TO FIT JOB CONDITIONS. THIS CONTRACTOR SHALL OBTAIN THE ENGINEER'S WRITTEN EXPLANATION AND INTERPRETATION PRIOR TO SUBMITTING BIDS, SINCE THIS CONTRACTOR WILL BE HELD RIGIDLY TO THE INTERPRETATION OF THE ENGINEER.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL REVISIONS, OFFSETS, ETC., TO AVOID DUCTWORK, PIPING, EQUIPMENT, OR STRUCTURE AND TO MAKE A COMPLETE AND FUNCTIONING SYSTEM.
 - COORDINATE THE INSTALLATION OF ALL PIPING, VALVES, AND EQUIPMENT WITH GENERAL CONTRACTOR AND RELATED STRUCTURAL, MECHANICAL, ELECTRICAL, AND FIRE PROTECTION CONTRACTORS.
 - ALL FIXTURES AND PIPING SHALL BE SIZED, VENTED, TRAPPED AND INSTALLED IN ACCORDANCE WITH ILLINOIS PLUMBING CODE 2014 EDITION AND THE INTERNATIONAL BUILDING CODE 2009 EDITION.
 - FURNISH AND INSTALL SUPPLY STOP SHUT-OFF VALVES ON ALL FIXTURE WATER SUPPLY LINES. FURNISH AND INSTALL WATER HAMMER ARRESTORS PER PDI W201 AND AS INDICATED ON PLANS. INSTALL VALVES IN ACCESSIBLE LOCATIONS. IF LOCATION IS NOT READILY ACCESSIBLE, COORDINATE ACCESS PANEL REQUIREMENTS WITH GENERAL CONTRACTOR.
 - ALL PIPING SHALL BE CONCEALED IN CHASE, WALL, CEILING, FLOORING, ETC. UNLESS OTHERWISE NOTED. PIPING SHOWN OUTSIDE OF WALL FOR CLARITY ONLY.
 - EQUIPMENT AND FIXTURE SYMBOLS ON PLANS MAY NOT REFLECT ACTUAL TYPE. REFER TO SPECIFICATIONS AND SCHEDULES FOR FIXTURE OR EQUIPMENT TYPE.
 - FURNISH AND INSTALL CONCRETE EQUIPMENT PAD FOR ALL EQUIPMENT SUPPLIED BY THIS CONTRACTOR. PAD SHOULD BE A MINIMUM OF 4" THICK AND EXTEND 6" PAST EDGE OF EQUIPMENT IN ALL DIRECTIONS.
 - ALL ITEMS INCLUDED ON THESE DRAWINGS AND THE SPECIFICATIONS SHALL BE INCLUDED IN THE CONTRACTOR'S BID.
 - CALLK ALL PIPING PENETRATIONS THROUGH WALLS TO MINIMIZE SOUND PENETRATIONS THROUGH WALLS.
 - LOCATIONS OF FLOOR DRAINS, FLOOR SINKS, TRENCH DRAINS, ETC. INDICATED ON THESE DRAWINGS ARE CONSIDERED APPROXIMATE. THIS CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF FINAL AND EXACT LOCATIONS WITH ALL OTHER TRADES AND EQUIPMENT SUPPLIERS PRIOR TO INSTALLATION. DRAINS, ETC. NOT CORRECTLY LOCATED AS DETERMINED BY THE ARCHITECT/ENGINEER/OWNER, SHALL BE REMOVED AND RELOCATED AT THIS CONTRACTOR'S EXPENSE.
 - STARTING ELEVATION FOR SANITARY SEWER PIPING TO BE NOT LESS THAN 1'-6" BELOW FINISHED FLOOR UNLESS NOTED OTHERWISE.
 - ALL EXPOSED PLUMBING PIPING IN FINISHED ROOMS, OPEN TO STRUCTURE, SHALL BE PAINTED TO MATCH STRUCTURE. INSULATED PIPING AND SLEEVED PIPING SHALL BE PAINTED WITH PAINT THAT HAS ELASTOMERIC PROPERTIES, SUITABLE FOR APPLICATION ON INSULATION/SLEEVES. FOLLOW PAINT MANUFACTURER'S INSTRUCTIONS FOR SURFACE PREPARATION AND PAINT APPLICATION.
 - ALL STORM AND OVERFLOW PIPING IS DESIGNED TO BE INSTALLED AT A MINIMUM 1% SLOPE.
 - ALL ABOVE GROUND DWV PIPING SHALL BE SLOPED TO DRAIN AT A MINIMUM 1% SLOPE. ALL UNDERGROUND DWV PIPING (NPS) AND LARGER SHALL BE SLOPED A MINIMUM OF 1%. ALL UNDERGROUND DWV NPS2 SHALL BE SLOPED 2%.
 - IN FINISHED ROOMS AND SPACES THAT ARE DESIGNED TO HAVE THE STRUCTURE EXPOSED, ALL PIPING SHALL BE BOLTED ABOVE THE BOTTOM CHORD OF THE OPEN WEB JOISTS AND TIGHT TO THE BOTTOM CHORD OF SOLID HORIZONTAL STRUCTURAL MEMBERS.

- ### FIRE STOPPING NOTES
- MATERIALS: USE ONLY FIRE STOP PRODUCTS THAT HAVE BEEN UL 1479, ASTM E-814, OR UL 2079 TESTED FOR SPECIFIC FIRE RATE CONSTRUCTION CONDITIONS CONFORMING TO CONSTRUCTION ASSEMBLY TYPE, PENETRATING ITEM TYPE, ANNUAL SPACE REQUIREMENTS, AND FIRE RATINGS INVOLVED FOR EACH SEPARATE INSTANT.
 - FOR SINGLE PENETRATIONS: A READY-TO-USE LATEX BASED INTUMESCENT SEALANT IS REQUIRED TO MAINTAIN THE FIRE RATING OF THE ASSEMBLY PENETRATED. THE SEALANT MUST HAVE UL LISTING FOR BOTH SLEEVED AND NON-SLEEVED APPLICATIONS.
 - FOR LARGE OPENINGS: CONTAINING MULTIPLE PENETRATIONS (2 OR MORE), A READY-TO-USE FOAM INTUMESCENT BLOCK MATERIAL MUST BE ABLE TO BE REMOVED AND REINSTALLED WITHOUT COMPROMISING FIRE PROTECTION INTEGRITY. COMPLY WITH MANUFACTURER'S RECOMMENDED PROCEDURES AND PRECAUTIONS. DO NOT USE DAMAGED OR EXPIRED MATERIALS.
 - MANUFACTURERS: JOHNS MANVILLE INTERNATIONAL, 3M BRAND, CSD SEALING SYSTEMS, HILTI, CIBA-GEIGY, HEAVY-DUTY / NEALSON. REFER TO DIVISION 7 FOR FURTHER REQUIREMENTS.



ELEVATOR SUMP PUMP SCHEDULE

PLAN MARK	DESCRIPTION	MANUFACTURER	MODEL	NO. OF PUMPS	GPM (EACH)	HEAD (FT) (EACH)	RPM (EACH)	HP (EACH)	ELECTRICAL DATA	NOTES
SP-1	ELEVATOR SUMP PUMP	ZOELLER	M161	1	50	25	3450	1/2	115/160	PROVIDE WITH OIL DETECTION CONTROL PANEL

BACKFLOW PREVENTER SCHEDULE

PLAN MARK	DESCRIPTION	MANUFACTURER	MODEL	PEAK FLOW (GPM)	MAX PRESSURE DROP (PSI)	SIZE	NOTES
BFP-1	DOMESTIC WATER BACKFLOW PREVENTER	WATTS	LF909	115	10	3"	PROVIDE WITH LEAD FREE Y-STRAINER
RPZ-2	HVAC MAKEUP RPZ	WATTS	LF009	5	16	3/4"	

DOMESTIC WATER HEATER SCHEDULE

PLAN MARK	DESCRIPTION	MANUFACTURER	MODEL	STORAGE	RECOVERY	TEMPERATURE RISE	FUEL SOURCE	BTU/H	NOTES
DWH-1	COMMERCIAL GAS WATER HEATER	A. O. SMITH	BTH-150	100 GAL	178 GPH	100F	NAT GAS	150,000	PROVIDE AMTROL-12 EXPANSION TANK
DWH-2	COMMERCIAL GAS WATER HEATER	A. O. SMITH	BTH-150	100 GAL	178 GPH	100F	NAT GAS	150,000	PROVIDE AMTROL-12 EXPANSION TANK

GREASE/OIL INTERCEPTOR SCHEDULE

PLAN MARK	DESCRIPTION	MANUFACTURER	MODEL	CAPACITY	INLET	OUTLET	NOTES
GI-1	GREASE INTERCEPTOR	SCHIER PRODUCTS	GB-2	50 GPM	2"	2"	SUPPLY WITH EXTENSION COLLAR FOR BARRIED INSTALLATION

PLUMBING FIXTURE SCHEDULE

PLAN MARK	DESCRIPTION	MANUFACTURER	MODEL	TRIM	DRAIN/TRAP	SUPPLIES	CARRIER	CONNECTION SCHEDULE			NOTES	
								HOT WATER	COLD WATER	SANITARY		VENT
EWC-1	ELECTRIC WATER COOLER	ELKAY	LZWS-LRBP28 K	-	1-1/2" CHROME BRASS	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	REQUIRED	-	1/2"	2"	2"	
LA-1	WALL HUNG LAVATORY	KOHLER	K-2868	CHICAGO FAUCETS 116.101.AB.1	1-1/2" CHROME BRASS, GRID DRAIN	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	REQUIRED	1/2"	1/2"	2"	2"	
LA-2	WALL HUNG LAVATORY - ADA	KOHLER	K-2868	CHICAGO FAUCETS 116.101.AB.1	1-1/2" CHROME BRASS, GRID DRAIN	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	REQUIRED	1/2"	1/2"	2"	2"	
LA-3	WALL HUNG LAVATORY	KOHLER	K-2868	CHICAGO FAUCETS 1100-317ABCP	1-1/2" CHROME BRASS, GRID DRAIN	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	REQUIRED	1/2"	1/2"	2"	2"	
MB-1	MOP BASIN	FIAT	TSB-100	CHICAGO FAUCET 540-LD897SWXF317CP	INTEGRAL INSIDE CAULK, STAINLESS GRID DRAIN	-	-	1/2"	1/2"	2"	2"	
OB-1	ICE BREAKER OUTLET BOX	SILOUX CHIEF	696-1010MCC	-	-	-	-	1/2"	-	-	-	
RH-1	FREEZE RESISTANT ROOF HYDRANT	WOODFORD	SRH-MS	-	-	-	-	1/2"	-	-	-	
SH-1	SHOWER - ADA	CHICAGO FAUCET	1905-VOCCP	CHICAGO FAUCET 154-LADCP	FD-1	-	-	3/4"	1/2"	2"	2"	
SK-1	NOT USED	-	-	-	-	-	-	-	-	-	-	
SK-2	ADA SINK	ELKAY	ELUHAD211555	CHICAGO FAUCET 1102-317ABCP	1-1/2" BRASS TRAP WITH DISHWASHER CONNECTION, CRUMB CUR	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	-	1/2"	-	2"	2"	UNDERCOUNTER DISHWASHER SUPPLIED BY SINK CONNECTION. SEE SPECIFICATIONS AND DETAILS. DISHWASHER TO DRAIN INDIRECTLY INTO FS-1.
SK-3	TRIPLE COMPARTMENT SINK	ADVANCE TABCO	93-3-54-36RL	(2) CHICAGO FAUCET 631-L12WXPABCP	BASKET CRUMB CUR WITH TWIST LEVER DRAIN	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	-	1/2"	1/2"	2" W TO FS	-	SEE SPECIFICATIONS FOR SEDIMENT TRAP REQUIREMENTS.
SK-4	COUNTER MOUNTED DOUBLE BASIN SINK - ART	ELKAY	LRAD331965	CHICAGO FAUCET 786-GR8AE3V317AB	1-1/2" BRASS WITH SEDIMENT TRAP	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	-	1/2"	1/2"	2"	2"	
SK-5	COUNTER MOUNTED DOUBLE BASIN SINK	ELKAY	LRAD331965	CHICAGO FAUCET 786-GR8AE3V317AB	1-1/2" BRASS	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	-	1/2"	1/2"	2"	2"	
SS-1	LAUNDRY SERVICE SINK	FIAT	FL-1	CHICAGO FAUCET 895-317GN2ABCP	1-1/2" BRASS	BRAIDED STAINLESS STEEL WITH QUARTER TURN KEYED STOP VALVE	-	1/2"	1/2"	2"	2"	
UR-1	WALL HUNG URINAL	KOHLER	K-4991-ET	SLOAN STANDARD 186 ESS-0.125-CP-TMO	INTEGRAL	-	REQUIRED	-	1"	2"	2"	
UR-2	WALL HUNG URINAL - ADA	KOHLER	K-4991-ET	SLOAN STANDARD 186 ESS-0.125-CP-TMO	INTEGRAL	-	REQUIRED	-	1"	2"	2"	
WB-1	METAL WASHER BOX	OATEY	38981	-	-	-	-	-	-	-	-	
WC-1	WALL HUNG WATER CLOSET	KOHLER	K-4325-47	SLOAN STANDARD 110 ESS-1.28-CP-TMO	INTEGRAL	-	REQUIRED	-	1-1/4"	4"	2"	
WC-2	WALL HUNG WATER CLOSET - ADA	KOHLER	K-4325-47	SLOAN STANDARD 110 ESS-1.28-CP-TMO	INTEGRAL	-	REQUIRED	-	1-1/4"	4"	2"	
WH-1	WALL HYDRANT - FOR PRECAST WALLS	WOODFORD	RB67	-	-	-	-	-	3/4"	-	-	

CIRCULATING PUMP SCHEDULE

PLAN MARK	DESCRIPTION	MANUFACTURER	MODEL	GPM	HEAD	RPM	NOTES
HWCP-1	Wet Rotor Circulator Pump	Tanco	L0205 - 0.75	8	12 FT	3250	PROVIDE WITH AQUASTAT

DRAIN SCHEDULE

PLAN MARK	DESCRIPTION	MANUFACTURER	MODEL	BODY	STRAINER	NOTES
FD-1	FLOOR DRAIN	JAY R. SMITH	2905	CAST IRON	ROUND STAINLESS STEEL	-
FS-1	FLOOR SINK	JAY R. SMITH	3140	A.R.C.I.	NICKEL BRONZE	-
RD-1 & OD-1	ROOF DRAIN & OVERFLOW DRAIN	JAY R. SMITH	D1800	CAST IRON	POLY	-

MARTENS CENTER
1515 N MARKET ST
CHAMPAIGN, IL
61820

Owner
Champaign Park District
706 Kenwood Avenue
Champaign, IL 61821
217-398-2376

Architect
RATIO
102 South Neil Street, Suite 102
Champaign, Illinois 61820
217-352-7696

Structural Engineer
Bacon Farmer Workman
907 Arrow Road Suite 2
Champaign, IL 61821
217-530-4283

Mechanical / Electrical Engineer
BRIC Partnership, LLC
100 E. Washington St. Suite 220
Belleville, IL 62220
618-277-5200

Civil Engineer
Berns, Clancy and Associates
405 E. Main Street
Urbana, IL 61802
201-717-1555

SEAL | DATE 05/03/21

SHEET ISSUE

1	ISSUED FOR CONSTRUCTION	01/27/21
2	CITY OF CHAMPAIGN PERMIT REVIEW	02/05/21
3	CITY OF CHAMPAIGN PERMIT REVIEW 3	03/29/21
4	ASI-15 KITCHEN REVISIONS FOR PERMIT	05/03/21

RATIO

PROJECT NO. 19163.000

SHEET TITLE
PLUMBING NOTES, SCHEDULES, SYMBOLS AND ABBREVIATIONS

SHEET NUMBER
P-000

MARTENS CENTER
1515 N MARKET ST
CHAMPAIGN, IL
61820

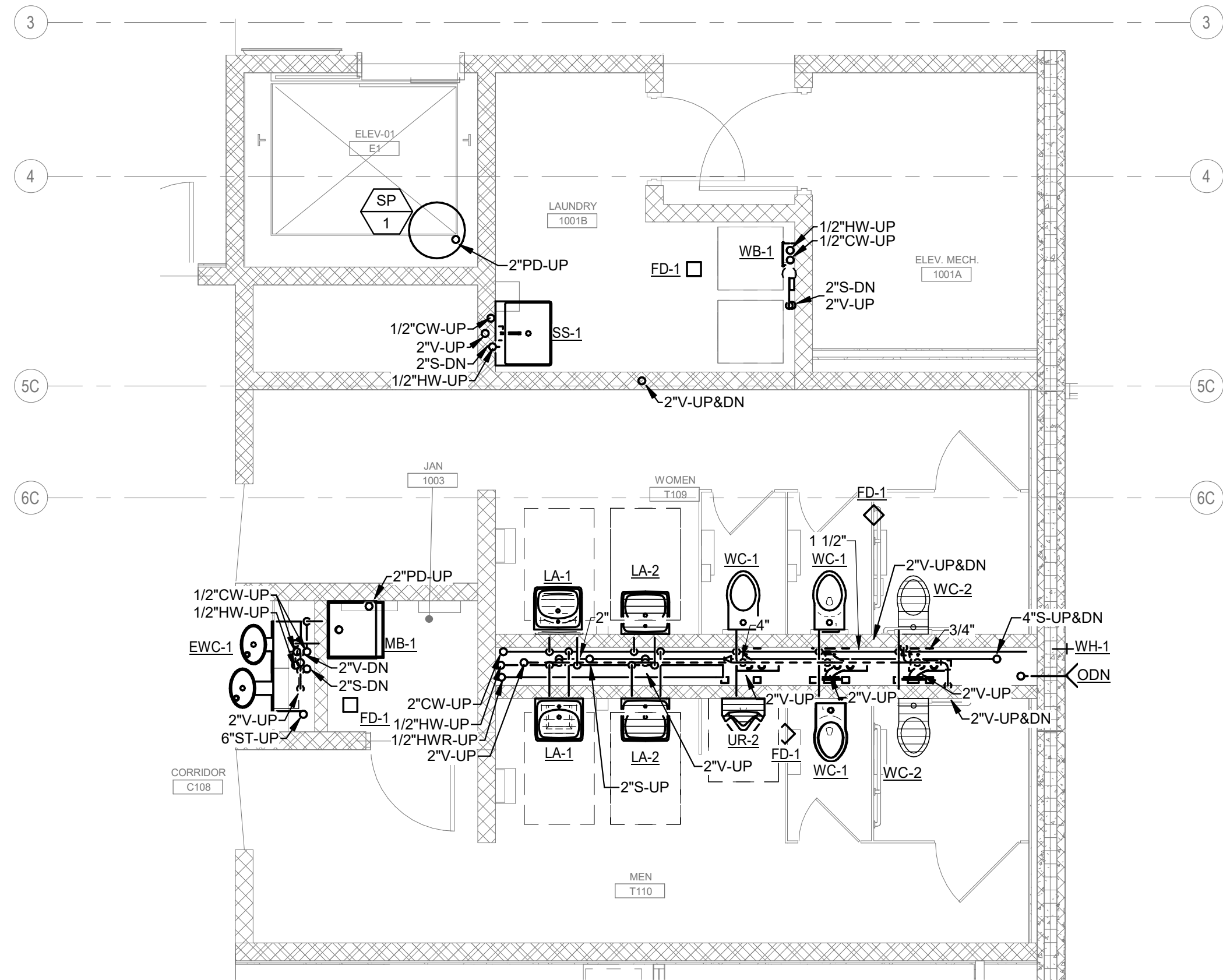
Owner
Champaign Park District
705 Kenwood Avenue
Champaign, IL 61821
217-398-2376

Architect
RATIO
102 South Neil Street, Suite 102
Champaign, Illinois 61820
217-352-7696

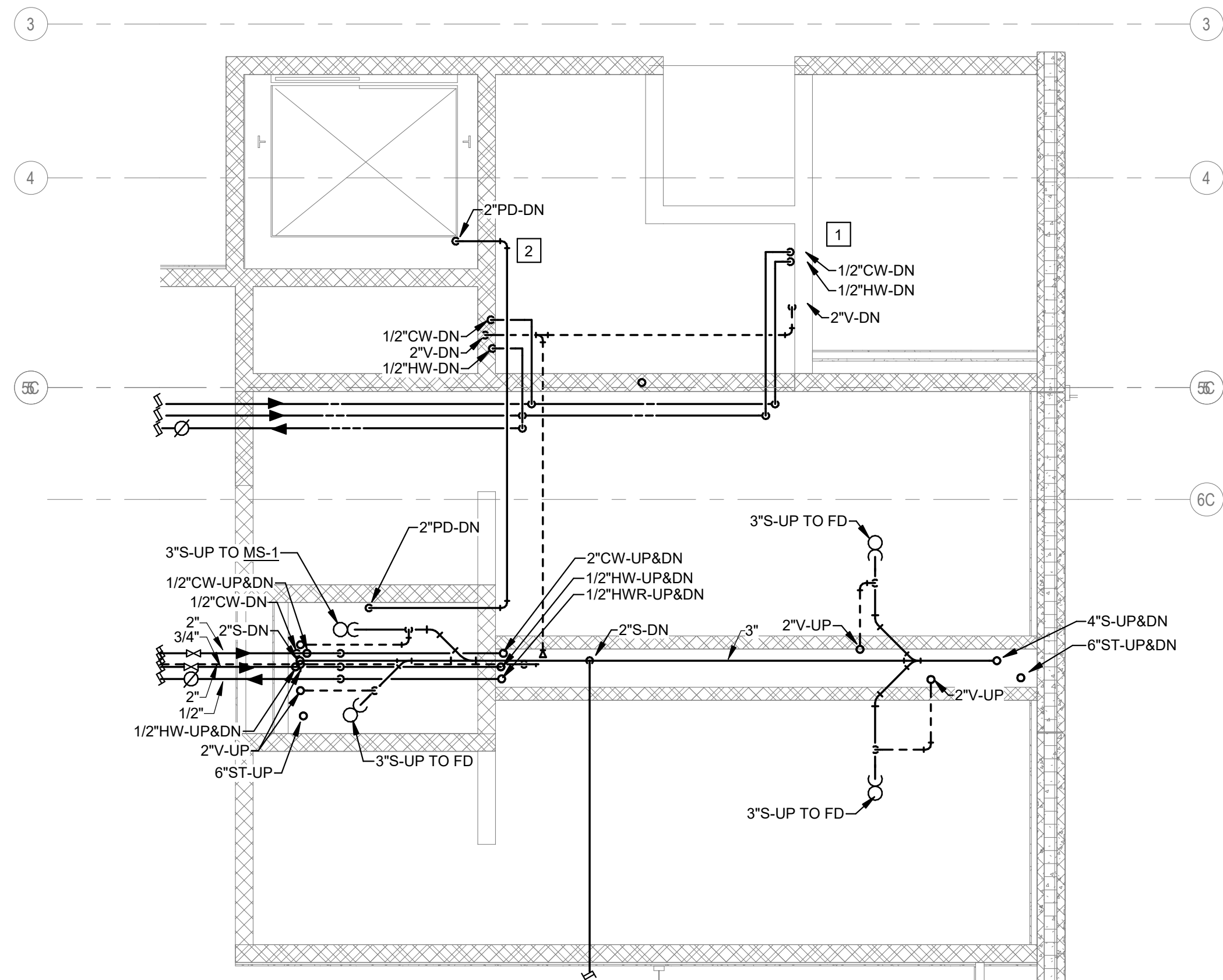
Structural Engineer
Bacon Farmer Workman
907 Arrow Road Suite 2
Champaign, IL 61821
217-530-4283

Mechanical / Electrical Engineer
BRIC Partnership, LLC
100 E. Washington St. Suite 220
Belleville, IL 62220
618-277-5200

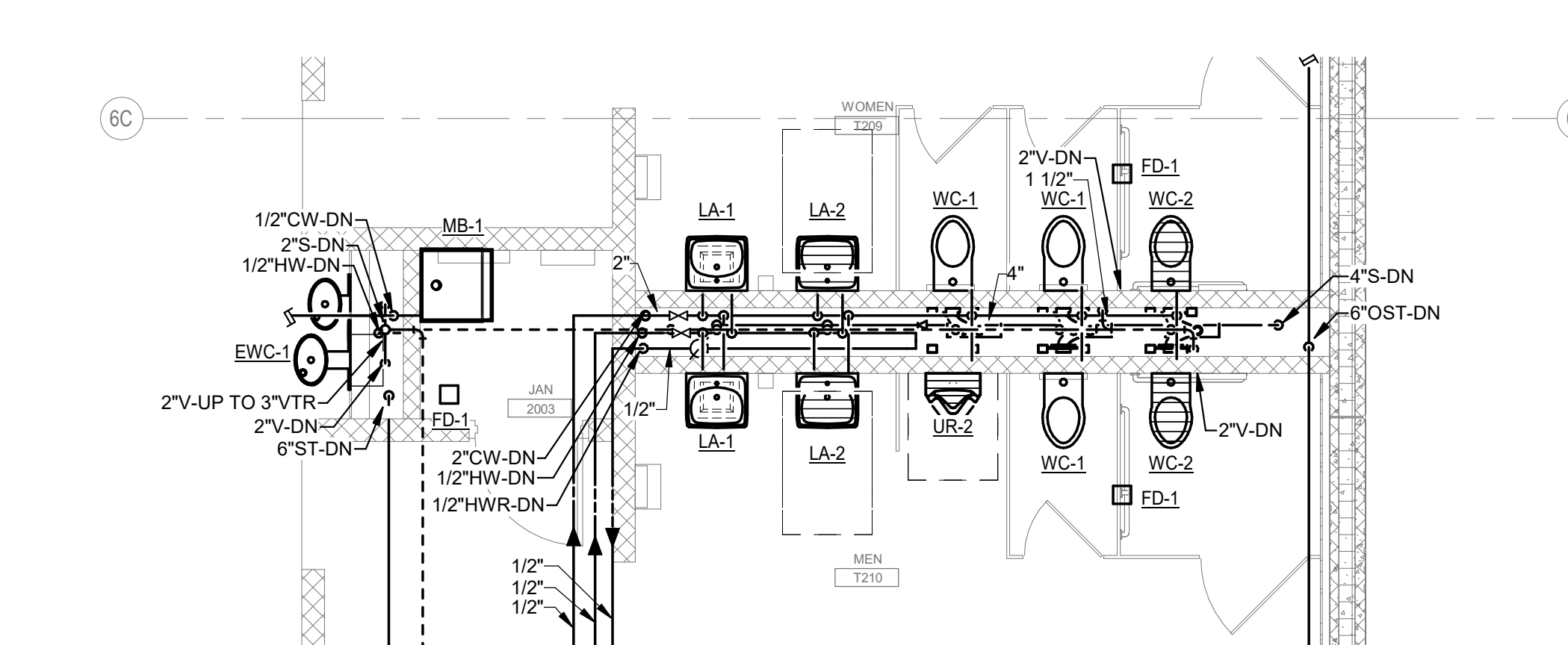
Civil Engineer
Berns, Clancy and Associates
405 E. Main Street
Urbana, IL 61802
201-717-1555



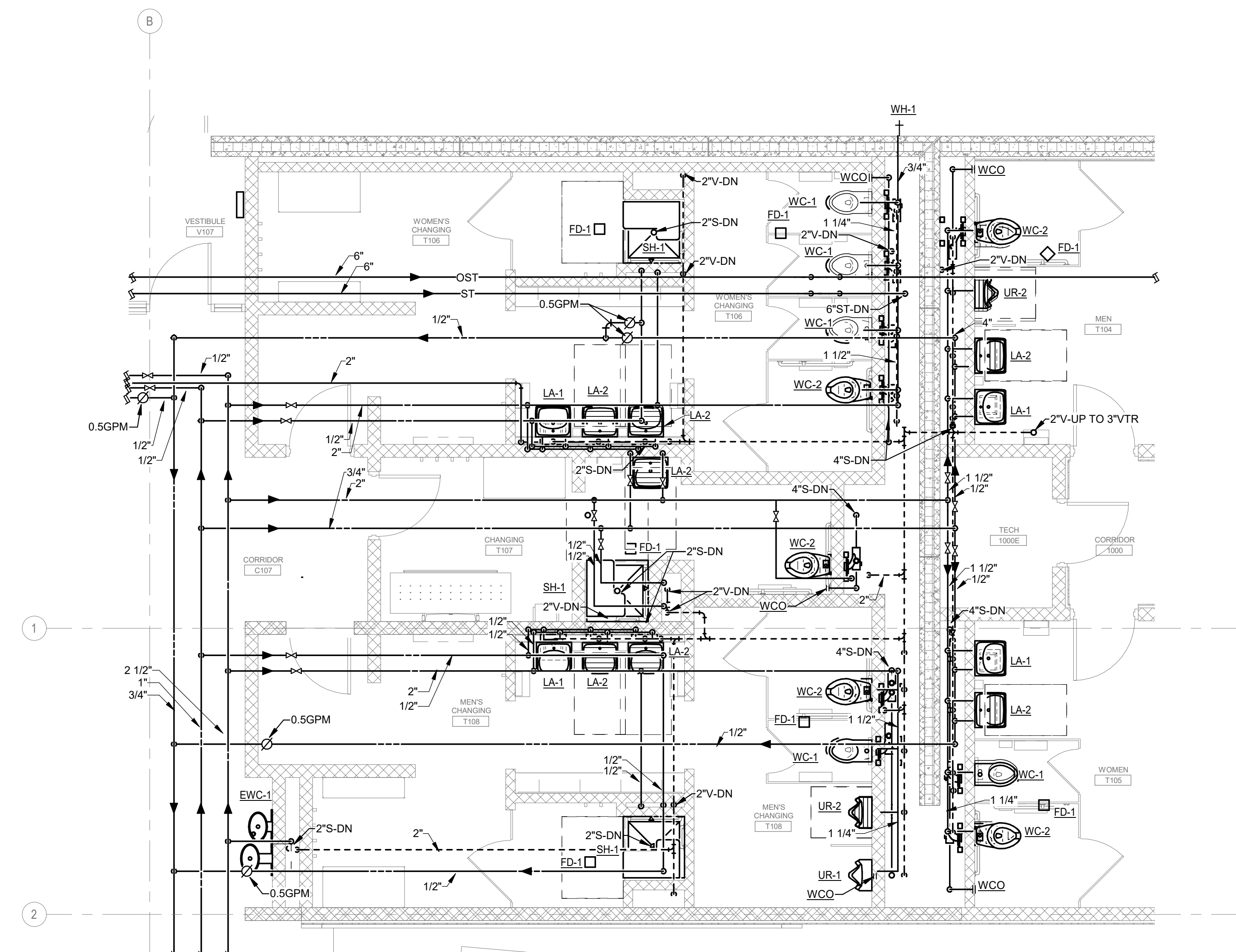
1 ENLARGED FIRST FLOOR BATHROOM GROUP PLAN - BELOW CEILING
1/4" = 1'-0"
0 2 4 8 16



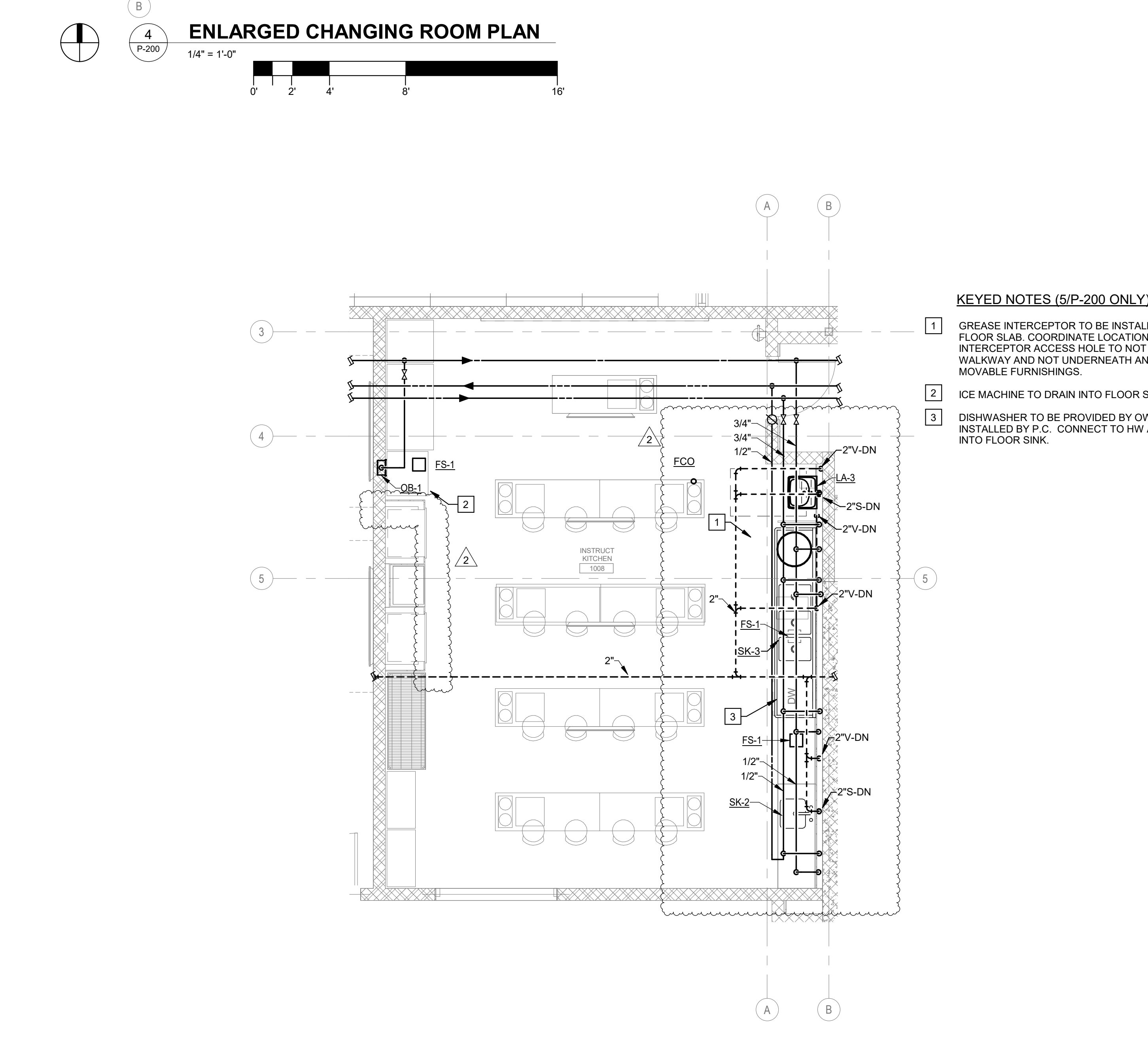
2 ENLARGED FIRST FLOOR BATHROOM GROUP PLAN - ABOVE CEILING
1/4" = 1'-0"
0 2 4 8 16



3 ENLARGED SECOND FLOOR BATHROOM GROUP PLAN
1/4" = 1'-0"
0 2 4 8 16



4 ENLARGED CHANGING ROOM PLAN
1/4" = 1'-0"
0 2 4 8 16



5 INSTRUCT KITCHEN 1008 ENLARGED PLUMBING PLAN
1/4" = 1'-0"
0 2 4 8 16

- KEYED NOTES (2/P-200 ONLY)**
- 1 MOUNT ELEVATOR SUMP PUMP CONTROL PANEL ON WALL.
 - 2 ROUTE ELEVATOR SUMP PUMP DISCHARGE PIPING TO TERMINATE ABOVE MOP BASIN.

- KEYED NOTES (5/P-200 ONLY)**
- 1 GREASE INTERCEPTOR TO BE INSTALLED UNDER FLOOR SLAB. COORDINATE LOCATION OF GREASE INTERCEPTOR ACCESS HOLE TO NOT BE IN MAIN WALKWAY AND NOT UNDERNEATH ANY NON-MOVABLE FURNISHINGS.
 - 2 ICE MACHINE TO DRAIN INTO FLOOR SINK.
 - 3 DISHWASHER TO BE PROVIDED BY OWNER AND INSTALLED BY P.C. CONNECT TO HW AND DRAIN INTO FLOOR SINK.

SEAL | DATE 05/03/21

SHEET ISSUE	
1 ISSUED FOR CONSTRUCTION	01/27/21
2 ASI-15 KITCHEN REVISIONS FOR PERMIT	05/03/21

RATIO
PROJECT NO. 19163.000
SHEET TITLE
PLUMBING ENLARGED PLANS

SHEET NUMBER
P-200

MARTENS CENTER
 1515 N MARKET ST
 CHAMPAIGN, IL
 61820

Owner
 Champaign Park District
 706 Kenwood Avenue
 Champaign, IL 61821
 217-398-2376

Architect
 RATIO
 102 South Neil Street, Suite 102
 Champaign, Illinois 61820
 217-352-7696

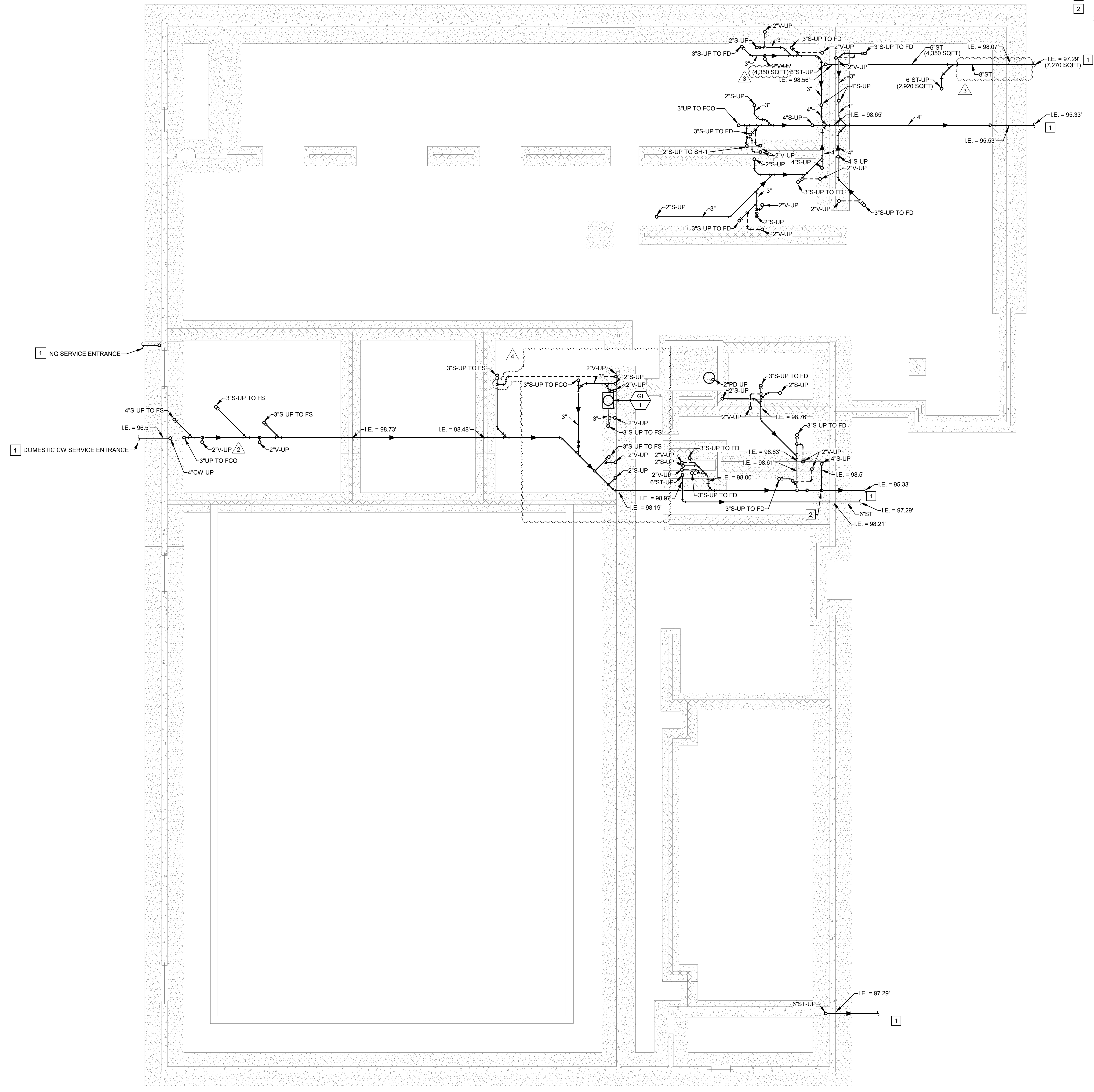
Structural Engineer
 Bacon Farmer Workman
 907 Arrow Road Suite 2
 Champaign, IL 61821
 217-530-4283

Mechanical / Electrical Engineer
 BRIC Partnership, LLC
 100 E. Washington St. Suite 220
 Belleville, IL 62220
 618-277-5200

Civil Engineer
 Berns, Clancy and Associates
 405 E. Main Street
 Urbana, IL 61802
 201-717-1555

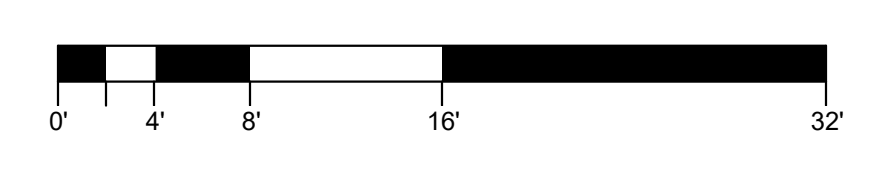
KEYED NOTES

- 1 COORDINATE WITH CIVIL.
- 2 PIPING DROPS THROUGH FOOTING. SEE STRUCTURAL DETAILS ON HOW TO COORDINATE THIS LOCATION.



1 NG SERVICE ENTRANCE
 1 DOMESTIC CW SERVICE ENTRANCE

UNDERGROUND PLUMBING PLAN - AREA A
 1/8" = 1'-0"



SEAL | DATE 05/03/21

SHEET ISSUE		
1	ISSUED FOR CONSTRUCTION	01/27/21
2	CITY OF CHAMPAIGN PERMIT REVIEW	02/05/21
3	ASI - 06 REVISE NE STORM LATERAL SIZING	03/01/21
4	ASI-15 KITCHEN REVISIONS FOR PERMIT	05/03/21



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PROJECT NO. 19163.000

SHEET TITLE
PLUMBING UNDERGROUND PLAN

SHEET NUMBER
P-100

AIA[®] Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Martens Center
1515 N. Market St.
Champaign, IL 61820

CONTRACT INFORMATION:
Contract For: Construction
Date: January 27, 2021

CHANGE ORDER INFORMATION:
Change Order Number: 16
Date: December 30, 2021

OWNER: *(Name and address)*
Champaign Park District
706 Kenwood Rd.
Champaign, IL 61821

ARCHITECT: *(Name and address)*
RATIO States LLC
d/b/a RATIO States PLLC
102 S. Nell St.
Champaign, IL 61820
19163.000

CONTRACTOR: *(Name and address)*
Broeren Russo Builders, Inc.
602 N. Country Fair Dr.
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Credit for key cores. See attached COR 22.

Credit for signage revisions. See attached COR 27.

The original Contract Sum was	\$ 9,463,400.00
The net change by previously authorized Change Orders	\$ 206520.55
The Contract Sum prior to this Change Order was	\$ 9,669,920.55
The Contract Sum will be increased by this Change Order in the amount of	\$ -2018.70
The new Contract Sum including this Change Order will be	\$ 9,667,901.85

The Contract Time will be unchanged by Zero (0) days.

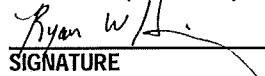
The new date of Substantial Completion will be March 31, 2022

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

RATIO States LLC
d/b/a RATIO States PLLC

ARCHITECT *(Firm name)*



SIGNATURE

Ryan Hinz AIA, Associate

PRINTED NAME AND TITLE

12/30/2021

DATE

Broeren Russo Builders, Inc.

CONTRACTOR *(Firm name)*



SIGNATURE

Sky Sanborn, Executive Vice President,
COO

PRINTED NAME AND TITLE

1/19/22

DATE

Champaign Park District

OWNER *(Firm name)*



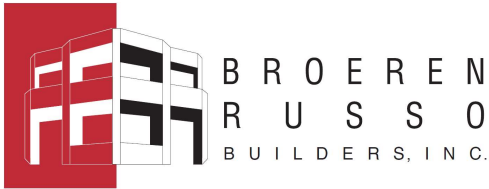
SIGNATURE

Joe DeLuca, Executive Director

PRINTED NAME AND TITLE

1/19/22

DATE



CHANGE ORDER REQUEST

COR #: 22
TITLE: Key Core Credit

Date: 11/24/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Credit for Key Cores to be supplied by Owner

Subcontractor/Vendor Change Items

<u>Subcontractor/Vendor</u>	<u>Change Description</u>	<u>Value</u>
Security Door & Hardware	Key Core Credit	\$ (1,770.00)
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

<u>Role</u>	<u>Change Description</u>	<u>Hours</u>	<u>x Rate (\$/hr)</u>	<u>Value</u>
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

<u>Item</u>	<u>Change Description</u>	<u>Value</u>
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	(1,770.00)
Fee on Sub/Vendor	0.00%	\$ -
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	(1,770.00)
Bonds & Insurance	0.00%	\$ -

TOTAL COR VALUE: \$ (1,770.00)

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

Security Door & Hardware Co.

1402 Butzow Drive
Urbana, IL 61802
(217) 337-1478 Fax (217) 337-1583

November 3, 2021

Project: Martens Center

Attn: Tyler

Per the returned keying schedule request, it was brought to our attention that Dave & Harry's owns the rights to the keying system desired for this project. All of the cylinders have been ordered; therefore, no credit is provided. However, none of the cores have been ordered yet, therefore the below credit is offered for the original submitted cores.

Since Dave & Harry's owns the desired key system for the doors on this project, it is our suggestion that the owner work directly with Dave & Harry's. Please be advised of the following changes and any additional costs:

D) Provide Credit for Original Submitted Cores:

59 – Interchangeable Cores

Credit: 30.00 per each

Credit Amount: (\$ 1,770.00)

Terms: Per Original

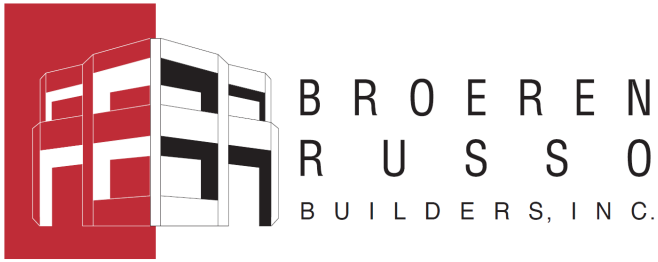
Sincerely,

Security Door & Hardware Co.

Chase Coleman

Approved By:

Date:



CHANGE ORDER REQUEST

COR #: 27
TITLE: Signage Revisions PR-13

Date: 12/22/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Delete (6) Type N Signs associated with PR-13

Subcontractor/Vendor Change Items

Subcontractor/Vendor	Change Description	Value
BRBI	Delete (6) Type N Signs at \$41.45/ea	\$ (248.70)
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

Role	Change Description	Hours	x Rate (\$/hr)	Value
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

Item	Change Description	Value
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	(248.70)
Fee on Sub/Vendor	0.00%	\$ -
BRBI Subtotal	\$	-
Fee on BRBI	0.00%	\$ -
Subtotal	\$	(248.70)
Bonds & Insurance	0.00%	\$ -

TOTAL COR VALUE: \$ (248.70)

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

Signature

Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.



8088 McCormick Blvd
 Skokie, IL 60076
 (847) 324-5500

ESTIMATE

ES-S-4419

The way to grow your business.
 www.signarama.com/il-skokie

Payment Terms: Cash Customer

DESCRIPTION: ADA Interior Signs for Martens Center

Bill To: Broeren Russo Builders Inc.
 602 N. Country Fair Drive
 Champaign, IL 61821
 US

Pickup At: Signarama Skokie
 8088 McCormick Blvd
 Skokie, IL 60076
 US

Requested By: Tyler Adkins
 Email: tadkins@broeren-russo.com
 Work Phone: 217-379-7853

Salesperson: CLIENT ACCOUNT SPECIALIST
 Email: signs@signaramaskokie.com
 Work Phone: 8473245500

PRODUCTS	QTY	UNIT PRICE	TOTALS
1 SIGN TYPE A - ADA Plaques 1/8" Braille and raised 1/32" 1.1 ADA Rowmark 1-Ply 1/8" - Part Qty: 1 Width: 9.00" Height: 2.50" Text: 2.5 x 9 - ST A: Warm Gray Qty. 15 Applied 1/32" ADA Alternative Black w/Raster Braille FACE: 1/8" P95 Frosted Acrylic w/Subsurface Paint MOUNT: VHB Tape	15		
2 SIGN TYPE B - ADA Plaques 1/8" Braille and raised 1/32" 2.1 ADA Rowmark 1-Ply 1/8" - Part Qty: 1 Width: 9.00" Height: 5.00" Text: 5 x 9 - ST B: Warm Gray Qty. 8 5 x 9 - ST B: Pantone 198 Qty. 3 5 x 9 - ST B: Pantone 3015 Qty. 2 5 x 9 - ST B: Pantone 631 Qty. 2 5 x 9 - ST B: Pantone 348 Qty. 2 5 x 9 - ST B: Pantone 1665 Qty. 2 5 x 9 - ST B: Pantone 715 Qty. 1 5 x 9 - ST B: Pantone 200 Qty. 1 Applied 1/32" ADA Alternative Black w/Raster Braille FACE: 1/8" P95 Frosted Acrylic w/Subsurface Paint MOUNT: VHB Tape	14		
3 SIGN TYPE K - ADA Plaques 1/8" Braille and raised 1/32" 3.1 ADA Rowmark 1-Ply 1/8" - Part Qty: 1 Width: 9.00" Height: 7.00" Text: 7 x 9 - ST K: Pantone 200 Qty. 1 7 x 9 - ST K: Warm Gray Qty. 1 Applied 1/32" ADA Alternative Black w/Raster Braille FACE: 1/8" P95 Frosted Acrylic w/Subsurface Paint MOUNT: VHB Tape	9		
4 SIGN TYPE N - ADA Plaques 1/8" Braille and raised 1/32"	7	\$41.45	\$290.15

Quote above is for the (7) Type N signs that remain in the scope as that is what was purchased via Signarama. The credit provided from BRBI is the value of the (6) signs deleted prior to issuing Signarama's purchase order.

PROPOSAL REQUEST

Owner: Andrew Weiss / Champaign Park District
Architect: Ryan Hinz / RATIO Architects, LLC.
Contractor: Tyler Adkins / Broeren Russo Builders, Inc
Other:
File: 19163.000/CA/PR

PROJECT: Martens Center
1515 N. Market Street
Champaign, IL 61820

PROPOSAL REQUEST NO.: PR-13

DATE OF ISSUANCE: April 13, 2021

OWNER: Champaign Park District
706 Kenwood Road
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.
102 South Neil Street
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.
602 N. Country Fair Drive
Champaign, IL 61821

ARCHITECT'S PROJECT NUMBER: 19163.000

CONTRACT FOR: Construction A101-2017

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time incidental to proposed modifications to the Contract Documents described herein.

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

Description:

Provide the Owner a credit for (6) instances of signage type N. See revised sheet A-911, A-912, and A-913 issued as part of ASI-08.

Attachments (list of supporting documents):

1. See sheets A-911, A-912, and A-913 issued as part of ASI-08.

ISSUED BY: _____



Ryan Hinz
Associate/ Architecture

Ratio Architects, LLC.



AIA Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Martens Center
1515 N. Market St.
Champaign, IL 61820

CONTRACT INFORMATION:
Contract For: Construction
Date: January 27, 2021

CHANGE ORDER INFORMATION:
Change Order Number: 17
Date: January 10, 2022

OWNER: *(Name and address)*
Champaign Park District
706 Kenwood Rd.
Champaign, IL 61821

ARCHITECT: *(Name and address)*
RATIO States LLC
d/b/a RATIO States PLLC
102 S. Neil St.
Champaign, IL 61820
19163.000

CONTRACTOR: *(Name and address)*
Broeren Russo Builders, Inc.
602 N. Country Fair Dr.
Champaign, IL 61821

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

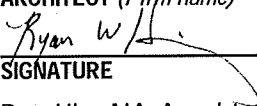
Provide (7) fire extinguishers and cabinets indicated on Architectural Floor Plans issued as part of ASI-08. See attached COR 28.

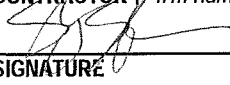
The original Contract Sum was	\$	9,463,400.00
The net change by previously authorized Change Orders	\$	204,501.85
The Contract Sum prior to this Change Order was	\$	9,667,901.85
The Contract Sum will be increased by this Change Order in the amount of	\$	3,084.48
The new Contract Sum including this Change Order will be	\$	9,670,986.33

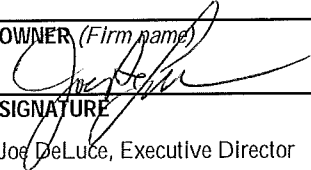
The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be March 31, 2022

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

RATIO States LLC
d/b/a RATIO States PLLC
ARCHITECT *(Firm name)*

SIGNATURE
Ryan Hinz AIA, Associate
PRINTED NAME AND TITLE
01/10/2022
DATE

Broeren Russo Builders, Inc.
CONTRACTOR *(Firm name)*

SIGNATURE
Sky Sanborn, Executive Vice President,
COO
PRINTED NAME AND TITLE
1/19/22
DATE

Champaign Park District
OWNER *(Firm name)*

SIGNATURE
Joe DeLuca, Executive Director
PRINTED NAME AND TITLE
Jan. 19, 2022
DATE



CHANGE ORDER REQUEST

COR #: 11
TITLE: Fire Extinguisher Changes PR-11 - REV1

Date: 1/10/2022
 Project Name: Martens Center
 Project #: 202103

Scope Description

Add (7) Fire Extinguishers, (6) Semi-recessed cabinets and (1) surface mounted cabinets per PR-11.

Subcontractor/Vendor Change Items

Subcontractor/Vendor	Change Description	Value
S&A Building Specialties	Add (9) Fire Extinguishers, (7) Semi-recessed cabinets and (2) surface mounted cabinets per PR-11.	\$ 2,285.00
BRCI	Install additional fire extinguishers and cabinets	\$ 595.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

THIS DESCRIPTION HAS NOT BEEN UPDATED. SEE ARCHITECT COMMENTS ON SUBSEQUENT PAGES._RHINZ 1/10/2022

BRBI Staffing

Role	Change Description	Hours	x Rate (\$/hr)	Value
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

Item	Change Description	Value
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	2,880.00
Fee on Sub/Vendor	5.00%	\$ 144.00
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	3,024.00
Bonds & Insurance	2.00%	\$ 60.48

TOTAL COR VALUE: \$ 3,084.48

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

104413 & 104416 FIRE PROTECTION SPECIALTIES: JL INDUSTRIES

SHEETS A-101 AND A-102 ISSUED ON 01/27/21 INDICATE 9 FIRE PROTECTION CABINETS
SHEETS A-101 AND A-102 ISSUED ON 03/29/21 INDICATE 16 FIRE PROTECTION CABINETS
THIS COR SHOULD ONLY INCLUDE PRICING TO PROVIDE (7) FIRE PROTECTION CABINETS._RHINZ 12/30/21

RFP ADD: Added Fire Extinguishers & Cabinets

QTY	DESCRIPTION	MODEL	MARK
6	Semi-Recessed Fire Cabinets w/ Lettering	1036W17	104413.A00
1	Surface Mounted Fire Cabinets w/ Lettering	1033W17	104413.A00
7	Dry-Chemical Fire Extinguisher, 5-lb. w/ Illinois Tagging	Cosmic 5E	104413.A00
TOTAL			\$ 2,285.00

quantity represents total fire extinguishers in the project, not the number (7) which were added as part of PR-11.

TERMS & NOTES

Price valid for orders placed in 90 days and for shipment within 180 days from the date of this proposal.

- * We propose to **furnish only** the items listed above on this proposal.
- * Sales tax **not** included (unless otherwise noted).
- * Shipping included (unless otherwise noted).
- * The proposal is based on your personnel to receive, inspect, unload, store materials, and make final field check of dimensions and install any concealed supports.

Estimator: Austin Reel

PROPOSAL REQUEST

Owner: Andrew Weiss / Champaign Park District
Architect: Ryan Hinz / RATIO Architects, LLC.
Contractor: Tyler Adkins / Broeren Russo Builders, Inc
Other:
File: 19163.000/CA/PR

PROJECT: Martens Center
1515 N. Market Street
Champaign, IL 61820

PROPOSAL REQUEST NO.: PR-11

DATE OF ISSUANCE: April 13, 2021

OWNER: Champaign Park District
706 Kenwood Road
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.
102 South Neil Street
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.
602 N. Country Fair Drive
Champaign, IL 61821

ARCHITECT'S PROJECT NUMBER: 19163.000

CONTRACT FOR: Construction A101-2017

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time incidental to proposed modifications to the Contract Documents described herein.

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

Description:


Add (5) Semi-Recessed Fire Extinguisher Cabinets in locations indicated on sheets A-101 and A-102 issued as part of ASI-08.

Text of PR is incorrect. Added elements are:
- (7) fire extinguishers
- (6) semi-recessed cabinets
- (1) surface mounted cabinet

Attachments (list of supporting documents):

1. See sheets A-101 and A-102 issued as part of ASI-08.

ISSUED BY: _____



Ryan Hinz
Associate/ Architecture

Ratio Architects, LLC.



CHANGE ORDER REQUEST

COR #: 11
TITLE: Fire Extinguisher Changes PR-11

Date: 12/22/2021
 Project Name: Martens Center
 Project #: 202103

Scope Description

Add (9) Fire Extinguishers, (7) Semi-recessed cabinets and (2) surface mounted cabinets per PR-11.

Subcontractor/Vendor Change Items

Subcontractor/Vendor	Change Description	Value
S&A Building Specialties	Add (9) Fire Extinguishers, (7) Semi-recessed cabinets and (2) surface mounted cabinets per PR-11.	\$ 2,700.00
BRCI	Install additional fire extinguishers and cabinets	\$ 765.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

BRBI Staffing

Role	Change Description	Hours	x Rate (\$/hr)	Value
Project Director				\$ -
Project Manager				\$ -
Sr. Project Engineer				\$ -
Superintendent				\$ -
Assistant Superintendent				\$ -

BRBI General Conditions

Item	Change Description	Value
		\$ -
		\$ -
		\$ -
		\$ -

Total COR

Sub/Vendor Subtotal	\$	3,465.00
Fee on Sub/Vendor	5.00%	\$ 173.25
BRBI Subtotal	\$	-
Fee on BRBI	15.00%	\$ -
Subtotal	\$	3,638.25
Bonds & Insurance	2.00%	\$ 72.77

TOTAL COR VALUE: \$ 3,711.02

COR SCHEDULE DELAY (cal days): 0

Approval

Owner Approval

 Signature Date

This COR may be withdrawn or amended if not accepted within 30 days of the above date and is subject to all terms and conditions outlined. Owner approval of this COR certifies that the work is to proceed and that a change order is to be issued adjusting the contract agreement per this COR.

104413 & 104416 FIRE PROTECTION SPECIALTIES: JL INDUSTRIES

Estimated Lead Time: 8-12 weeks (most items should ship in 3-4 weeks but the cabinets have the longer lead time)

RFP ADD: Added Fire Extinguishers & Cabinets

QTY	DESCRIPTION	MODEL	MARK
7	Semi-Recessed Fire Cabinets w/ Lettering	1036W17	104413.A00
2	Surface Mounted Fire Cabinets w/ Lettering	1033W17	104413.A00
9	Dry-Chemical Fire Extinguisher, 5-lb. w/ Illinois Tagging	Cosmic 5E	104413.A00
TOTAL			\$ 2,700.00

** Pricing excludes the 'High Security Key Vault' listed under spec section 104413. This is not an item we provide and therefore are unable to price.

** Visual display pricing must remain the same as their quotes are only valid for 30 days. If Visual Display would also be desired, please use the total provided above in addition to the combined total provided.

TERMS & NOTES

Price valid for orders placed in 90 days and for shipment within 180 days from the date of this proposal.

- * We propose to **furnish only** the items listed above on this proposal.
- * Sales tax **not** included (unless otherwise noted).
- * Shipping included (unless otherwise noted).
- * The proposal is based on your personnel to receive, inspect, unload, store materials, and make final field check of dimensions and install any concealed supports.

Estimator: Austin Reel

PROPOSAL REQUEST

Owner: Andrew Weiss / Champaign Park District
Architect: Ryan Hinz / RATIO Architects, LLC.
Contractor: Tyler Adkins / Broeren Russo Builders, Inc
Other:
File: 19163.000/CA/PR

PROJECT: Martens Center
1515 N. Market Street
Champaign, IL 61820

PROPOSAL REQUEST NO.: PR-11

DATE OF ISSUANCE: April 13, 2021

OWNER: Champaign Park District
706 Kenwood Road
Champaign, IL 61821

ARCHITECT: Ratio Architects, LLC.
102 South Neil Street
Champaign, IL 61820

TO: Broeren Russo Builders, Inc.
602 N. Country Fair Drive
Champaign, IL 61821

ARCHITECT'S PROJECT NUMBER: 19163.000

CONTRACT FOR: Construction A101-2017

Please submit an itemized quotation for changes in the Contract Sum and/or Contract Time incidental to proposed modifications to the Contract Documents described herein.

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

Description:

Add (5) Semi-Recessed Fire Extinguisher Cabinets in locations indicated on sheets A-101 and A-102 issued as part of ASI-08.

Text of PR is incorrect. See A-101 and A-102. Added elements are:
- (9) fire extinguishers
- (7) semi-recessed cabinets
- (2) surface mounted cabinets

Attachments (list of supporting documents):

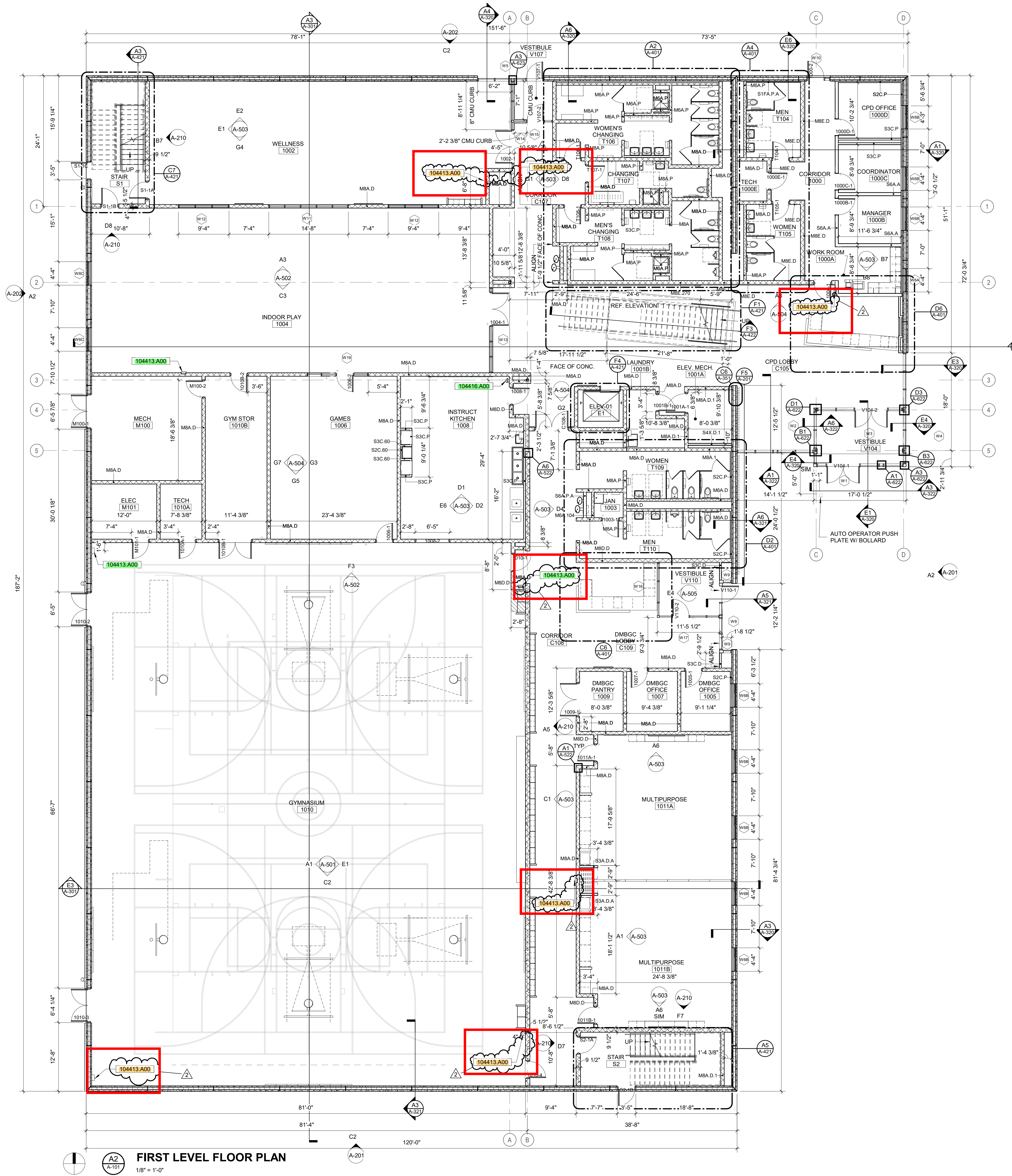
1. See sheets A-101 and A-102 issued as part of ASI-08.

ISSUED BY: _____



Ryan Hinz
Associate/ Architecture

Ratio Architects, LLC.



KEYNOTES (SPEC BASED)

104413.A00	FIRE PROTECTION CABINET
104416.A00	FIRE EXTINGUISHER

GENERAL FLOOR PLAN NOTES

- A. PROVIDE SURFACE MOUNTED FIRE EXTINGUISHER CABINETS LOCATED ON PRECAST CONCRETE WALLS. PROVIDE SEMI-RECESSED F.E.C. IN ALL OTHER LOCATIONS UNLESS OTHERWISE NOTED.
- B.

FIRST LEVEL FLOOR PLAN

1/8" = 1'-0"

MARTENS CENTER
1515 N MARKET ST
CHAMPAIGN, IL
61820

Owner
Champaign Park District
706 Kenwood Avenue
Champaign, IL 61821
217-398-2376

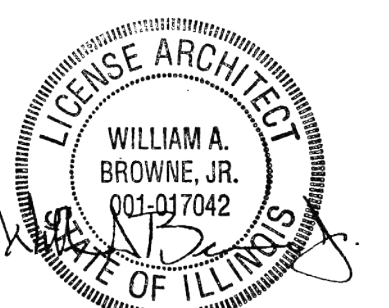
Architect
RATIO
102 South Neil Street, Suite 102
Champaign, Illinois 61820
217-352-7696

Structural Engineer
Bacon Farmer Workman
907 Arrow Road Suite 2
Champaign, IL 61821
217-530-4283

Mechanical / Electrical Engineer
BRIC Partnership, LLC
100 E. Washington St. Suite 220
Belleville, IL 62220
618-277-5200

Civil Engineer
Berns, Clancy and Associates
405 E. Main Street
Urbana, IL 61802
217-384-1144

SEAL | DATE 03/18/21



Expires 11-30-2022
RATIO Architects, Inc. 184.002331

SHEET ISSUE

1	ISSUE FOR CONSTRUCTION	01/27/21
2	CITY OF CHAMPAIGN PERMIT REVIEW 2	03/18/21



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PROJECT NO. 19163.000

SHEET TITLE
FIRST FLOOR PLAN

SHEET NUMBER
A-101



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 3, 2022

SUBJECT: Approval of Submitting an Annexation Petition

Background:

The City of Champaign recently annexed property as described in attachment 1. The *Illinois Park District Code* Section 3-10 provides:

Whenever a Park District operating within territory predominantly in a city or village or two or more cities or villages would become coterminous or nearly coterminous with such city or village or two or more cities or villages upon the annexation of the additional territory within such municipalities but not incorporated within such a Park District, such Park District may annex such additional territory by the passage of an ordinance to that effect.

A Park District *Annexation Ordinance* (attachment 2) prepared by the Park District Attorney must be signed, certified, and recorded with the County in order to be formally included within the boundary of the Champaign Park District.

Prior Board Action:

No prior Board action.

Budget Impact:

None.

Recommendation:

Staff recommends signing and certifying the attached Annexation Ordinance and recording it with the Champaign County Clerk.

Prepared by:

Andrew Weiss
Director of Planning

Reviewed by:

Joe DeLuce
Executive Director

LEGAL DESCRIPTION
PINs 03-20-23-380-020 and 03-20-23-380-021

LOT 102 OF PETERS-REGAN SUBDIVISION RECORDED ON OCTOBER 11, 2019 IN THE CHAMPAIGN COUNTY RECORDER OF DEEDS OFFICE AS DOCUMENT NO. 2019R17009 AND CERTIFICATE OF CORRECTION RECORDED ON JULY 14, 2021 AS DOCUMENT NO. 2021R16475 IN THE CHAMPAIGN COUNTY RECORDER OF DEEDS OFFICE AND A 6-FOOT-WIDE STRIP OF LAND LYING NORTH OF SAID LOT 102 AND SOUTH OF LOT 10 OF DEVONSHIRE WEST III SUBDIVISION, ENCOMPASSING 0.685 ACRE, MORE OR LESS, ALL LOCATED IN CHAMPAIGN COUNTY, ILLINOIS.

LOT 102 AND 6.00-FOOT-WIDE STRIP OF LAND TO BE ANNEXED BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 23, TOWNSHIP 19 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, CHAMPAIGN COUNTY, ILLINOIS.

COMMENCING AT THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 23, THENCE NORTH 00 DEGREES 28 MINUTES 20 SECONDS WEST 40.00 FEET ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER TO THE NORTH-RIGHT-OF-WAY LINE OF WINDSOR ROAD; THENCE NORTH 89 DEGREES 39 MINUTES 10 SECONDS WEST 120.01 FEET ALONG SAID RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING, BEING THE SOUTHEAST CORNER OF A VARIABLE WIDTH FLAG EXTENSION OF LOT 102 IN PETERS-REGAN SUBDIVISION, RECORDED AS DOCUMENT NUMBER 2019R17009 IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER. FROM SAID POINT OF BEGINNING, THENCE CONTINUE NORTH 89 DEGREES 39 MINUTES 10 SECONDS WEST 29.76 FEET ALONG THE SOUTH LINE OF SAID FLAG EXTENSION TO THE SOUTHWEST CORNER OF SAID FLAG EXTENSION; THENCE NORTH 00 DEGREES 29 MINUTES 06 SECONDS WEST 252.38 FEET ALONG THE WEST LINE OF SAID FLAG EXTENSION AND THE WEST LINE OF SAID LOT 102 TO AN EASTERLY JOG IN THE WEST LINE OF SAID LOT 102, SAID JOG BEING ON THE SOUTH LINE OF DEVONSHIRE WEST III SUBDIVISION, RECORDED IN PLAT BOOK "Z" AT PAGE 397 IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER; THENCE SOUTH 89 DEGREES 39 MINUTES 10 SECONDS EAST 29.82 ALONG SAID EASTERLY JOG AND THE SOUTH LINE OF LINE OF SAID DEVONSHIRE WEST III SUBDIVISION TO THE SOUTHEAST CORNER OF LOT 11 IN SAID DEVONSHIRE WEST III SUBDIVISION; THENCE NORTH 00 DEGREES 28 MINUTES 20 SECONDS WEST 103.66 FEET ALONG THE WEST LINE OF SAID LOT 102 AND SAID EAST LINE OF SAID LOT 11 TO THE SOUTHWEST CORNER OF LOT 10 IN SAID DEVONSHIRE WEST III SUBDIVISION; THENCE SAID SOUTH 89 DEGREES 39 MINUTES 10 SECONDS EAST 120.01 FEET ALONG THE SOUTH LINE OF SAID LOT 10 TO THE SOUTHEAST CORNER THEREOF, ALSO BEING ON SAID EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 23; THENCE SOUTH 00 DEGREES 28 MINUTES 20 SECONDS EAST 186.02 FEET ALONG SAID EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 23 AND THE EAST LINE OF SAID LOT 102 TO THE SOUTHEAST CORNER THEREOF; THENCE NORTH 89 DEGREES 39 MINUTES 10 SECONDS WEST 120.01 FEET ALONG THE SOUTH LINE OF SAID LOT 102 TO THE NORTHEAST CORNER OF SAID VARIABLE WIDTH FLAG EXTENSION OF LOT 102; THENCE SOUTH 00 DEGREES 28 MINUTES 20 SECONDS EAST 170.02 FEET ALONG THE EAST LINE OF SAID FLAG EXTENSION TO THE POINT OF BEGINNING.

ORDINANCE NO. 657
AN ORDINANCE ANNEXING TERRITORY
TO CHAMPAIGN PARK DISTRICT

WHEREAS, Champaign Park District is a General Park District organized and existing under the provisions of the Park District Code approved May 17, 1951, as amended, and

WHEREAS, Section 3-10 of the Park District Code provides:

"Whenever a Park District operating within territory predominantly in a city or village or two or more cities or villages would become coterminous or nearly coterminous with such city or village or two or more cities or villages upon the annexation of the additional territory within such municipalities but not incorporated within such a Park District, such Park District may annex such additional territory by the passage of an ordinance to that effect."

and

WHEREAS, Champaign Park District is presently operating within a territory predominantly within the corporate limits of the City of Champaign, Illinois; and

WHEREAS, the tracts of land hereinafter described are located within the corporate boundaries of the City of Champaign, Illinois, but are not presently incorporated within the present corporate boundaries of Champaign Park District or any other park district; and

WHEREAS, upon the annexation of said tracts of land hereinafter described by Champaign Park District, the boundaries of the City of Champaign, Illinois and of Champaign Park District will become coterminous or nearly coterminous;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF CHAMPAIGN PARK DISTRICT:

Section 1. The following described tracts of land be and the same are hereby annexed to Champaign Park District, effective as of the date of passage of this ordinance, and said tracts shall henceforth become and be a part of Champaign Park District the same as though originally included in said district.

Section 2. The territories hereby annexed are described as follows:

TERRITORY PURSUANT TO PETITION
(1214 W. Windsor Road, Champaign, Illinois)
Council Bill No. 2021 - 167

LOT 102 OF PETERS-REGAN SUBDIVISION RECORDED ON OCTOBER 11, 2019 IN THE CHAMPAIGN COUNTY RECORDER OF DEEDS OFFICE AS DOCUMENT NO. 2019R17009 AND CERTIFICATE OF CORRECTION RECORDED ON JULY 14, 2021 AS DOCUMENT NO. 2021R16475 IN THE CHAMPAIGN COUNTY RECORDER OF DEEDS OFFICE AND A 6-FOOT-WIDE STRIP OF LAND LYING NORTH OF SAID LOT 102 AND SOUTH OF LOT 10 OF DEVONSHIRE WEST III SUBDIVISION, ENCOMPASSING 0.685 ACRE, MORE OR LESS, ALL LOCATED IN CHAMPAIGN COUNTY, ILLINOIS.

LOT 102 AND 6.00-FOOT-WIDE STRIP OF LAND TO BE ANNEXED BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 23, TOWNSHIP 19 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, CHAMPAIGN COUNTY, ILLINOIS.

COMMENCING AT THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 23, THENCE NORTH 00 DEGREES 28 MINUTES 20 SECONDS WEST 40.00 FEET ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER TO THE NORTH-RIGHT-OF-WAY LINE OF WINDSOR ROAD; THENCE NORTH 89 DEGREES 39 MINUTES 10 SECONDS WEST 120.01 FEET ALONG SAID RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING, BEING THE SOUTHEAST CORNER OF A VARIABLE WIDTH FLAG EXTENSION OF LOT 102 IN PETERS-REGAN SUBDIVISION, RECORDED AS DOCUMENT NUMBER 2019R17009 IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER. FROM SAID POINT OF BEGINNING, THENCE CONTINUE NORTH 89 DEGREES 39 MINUTES 10 SECONDS WEST 29.76 FEET ALONG THE SOUTH LINE OF SAID FLAG EXTENSION TO THE SOUTHWEST CORNER OF SAID FLAG EXTENSION; THENCE NORTH 00 DEGREES 29 MINUTES 06 SECONDS WEST 252.38 FEET ALONG THE WEST LINE OF SAID FLAG EXTENSION AND THE WEST LINE OF SAID LOT 102 TO AN EASTERLY JOG IN THE WEST LINE OF SAID LOT 102, SAID JOG BEING ON THE SOUTH LINE OF DEVONSHIRE WEST III SUBDIVISION, RECORDED IN PLAT BOOK "Z" AT PAGE 397 IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER; THENCE SOUTH 89 DEGREES 39 MINUTES 10 SECONDS EAST 29.82 ALONG SAID EASTERLY JOG AND THE SOUTH LINE OF LINE OF SAID DEVONSHIRE WEST III SUBDIVISION TO THE SOUTHEAST CORNER OF LOT 11 IN SAID DEVONSHIRE WEST III SUBDIVISION; THENCE NORTH 00 DEGREES 28 MINUTES 20 SECONDS WEST 103.66 FEET ALONG THE WEST LINE OF SAID LOT 102 AND SAID EAST LINE OF SAID LOT 11 TO THE SOUTHWEST CORNER OF LOT 10 IN SAID DEVONSHIRE WEST III SUBDIVISION; THENCE SAID SOUTH 89 DEGREES 39 MINUTES 10 SECONDS EAST 120.01 FEET ALONG THE SOUTH LINE OF SAID LOT 10 TO THE SOUTHEAST CORNER THEREOF, ALSO BEING ON SAID EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 23; THENCE SOUTH 00 DEGREES 28 MINUTES 20 SECONDS EAST 186.02 FEET ALONG SAID EAST

LINE OF THE SOUTHWEST QUARTER OF SECTION 23 AND THE EAST LINE OF SAID LOT 102 TO THE SOUTHEAST CORNER THEREOF; THENCE NORTH 89 DEGREES 39 MINUTES 10 SECONDS WEST 120.01 FEET ALONG THE SOUTH LINE OF SAID LOT 102 TO THE NORTHEAST CORNER OF SAID VARIABLE WIDTH FLAG EXTENSION OF LOT 102; THENCE SOUTH 00 DEGREES 28 MINUTES 20 SECONDS EAST 170.02 FEET ALONG THE EAST LINE OF SAID FLAG EXTENSION TO THE POINT OF BEGINNING.

The tract of land encompasses 0.685 acres, more or less.

This property is commonly known as 1214 West Windsor Road.

The Parcel Identification Number for this property is 03-20-23-380-020 and 03-20-23-380-021.

Together with any and all adjacent streets, highways, or parts thereof not now within the corporate limits of Champaign Park District, to the far side of said streets, highways or parts thereof.

Section 3. The Secretary of this Board is hereby authorized and directed to file a certified copy of this ordinance together with an accurate map of the territories hereby annexed, in the offices of the County Clerk and the Recorder of Deeds of Champaign County, Illinois.

Section 4. This ordinance shall be in full force from and after its passage and approval as required by law.

PASSED this ____ day of _____ 2022.

APPROVED this ____ day of _____ 2022.

Kevin J. Miller, President

ATTEST:

_____, Secretary

CERTIFICATE OF SECRETARY

I, _____, Secretary of Champaign Park District, do hereby certify that the foregoing is a true and correct copy of an Ordinance Annexing Territory to Champaign Park District duly adopted by the Board of Park Commissioners of said Park District at a regular meeting of said Board held the _____ day of _____ 2022.

Dated this _____ day of _____ 2022.

_____, Secretary
Board of Park Commissioners
Champaign Park District

OFFICIAL SEAL

PREPARED BY AND RETURN TO:

Jarrold Scheunemann
Champaign Park District
706 Kenwood Road
Champaign, IL 61821



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 9, 2022

SUBJECT: Request to submit grant application to the Illinois Arts Council (A State Agency)

Background

The Illinois Arts Council (a State Agency) provides grant applications for qualifying organization's to apply for a variety of grant options each year. The District has submitted a grant application to the Illinois Arts Council each year to assist with identified programs, including but not limited to: Youth Theatre, Dance Arts Performance, Art Exhibition Series, Champaign-Urbana Days, Summer and Bach's Lunch Concert Series, virtual program offerings, and Flannel Fest.

In recent years, the Champaign Park District has applied and been awarded grants in the amounts of: \$14,600 for FY18; \$20,200 in FY19; \$17,300 in FY20; \$17,000 in FY21 and \$15,950 in FY22. Grant guidelines for the GOS (General Operating Support) application process became available on January 24, 2022. The application deadline is March 15, 2022. Based upon award criteria, the maximum amount agencies can receive for their application is \$25,000.00.

Budget Impact

Funds from an awarded grant proposal will offset expenses for the identified programs and events.

Recommended Action

Staff recommends the Board authorize the Executive Director to submit a GOS (General Operating Support) grant application to the Illinois Arts Council to assist with cultural arts programming as identified in the grant proposal.

Prepared by:

Jameel Jones, CGSP
Director of Recreation

Reviewed by:

Joe DeLuce, CPRP
Executive Director



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 4, 2022

SUBJECT: Approval of a Resolution and Authorize Staff to file the Abatement Certificate for Series 2013A Bond

Background

This is an annual filing requirement pursuant to the Alternate Revenue Bonds originally issued in 2005 and later refunded in June 2013.

Each year, until the tax year 2023, the Champaign Park Board of Commissioners will be requested to abate the taxes pertaining to the Alternate Revenue Bond, originally issued in 2005 to build the Sholem Aquatic Center, then later refinanced in June 2013. This is a necessary step to keep in compliance with our Alternate Revenue Bond and Debt limitations pursuant to Ordinance No. 574, *An Ordinance Authorizing the Issuance of General Obligation Refunding Bonds (Alternate Revenue Source), Series 2013A, of the Champaign Park District, in Champaign County, Illinois, Providing the Details of Such Bonds and For Alternate Revenue Sources and the Levy of Direct Annual Taxes Sufficient to Pay the Principal of and Interest on Such Bonds, and Related Matters.*

Prior Board Action

None taken related to the 2021 tax year to which this abatement applies.

Budget Impact

This does not have any additional impact on the budget as this is already factored into the annual tax levy revenue for the subsequent fiscal year.

Recommended Action

Staff recommends that the Board approve a resolution and authorize Staff to file the Abatement Certificate for Series 2013A Bond.

Prepared by:

Andrea N. Wallace, CPA
Director of Finance

Reviewed by:

Joe DeLuce
Executive Director

RESOLUTION

WHEREAS, the Board of Commissioners of the Champaign Park District, an Illinois municipal corporation, did adopt an ordinance on the 12th day of June 2013 Ordinance No. 574 AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS (ALTERNATE REVENUE SOURCE), SERIES 2013A, OF THE CHAMPAIGN PARK DISTRICT, IN CHAMPAIGN COUNTY, ILLINOIS, PROVIDING THE DETAILS OF SUCH BONDS AND FOR ALTERNATE REVENUE SOURCES AND THE LEVY OF DIRECT ANNUAL TAXES SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS; and

WHEREAS, the Board of Commissioners of the Champaign Park District hereby determines that the Pledged Revenues (as defined in the Bond Ordinance) will be available for the purpose of paying the debt service due on the Bonds during the next succeeding bond year; and

WHEREAS, it is necessary and in the best interests of the Champaign Park District that the tax heretofore levied for the year 2021 to pay such debt service on the Bonds be abated; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Champaign Park District, as follows: The tax heretofore levied for the year 2021 in the Bond Ordinance is hereby abated in the amount of \$533,625.

APPROVED by the President and Board of Commissioners of the Champaign Park District this 9th day of February 2022.

APPROVED:

Printed name, Title

ATTEST:

Jarrod Scheunemann, Secretary

ABATEMENT CERTIFICATE

Pursuant to Ordinance No. 574, AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS (ALTERNATE REVENUE SOURCE), SERIES 2013A, OF THE CHAMPAIGN PARK DISTRICT, IN CHAMPAIGN COUNTY, ILLINOIS, PROVIDING THE DETAILS OF SUCH BONDS AND FOR ALTERNATE REVENUE SOURCES AND THE LEVY OF DIRECT ANNUAL TAXES SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS, AND RELATED MATTERS, adopted by the Board of Park Commissioners of the Champaign Park District, Champaign County, Illinois (the “**Issuer**”) on June 12, 2013 (the “**Bond Ordinance**”), the undersigned, as President and Secretary of the Issuer hereby certify to the Champaign County Clerk that it is appropriate to reduce by abatement the tax levy for 2021 (to be received in 2022) as provided in Section 9 of the Bond Ordinance (filed on June 17, 2013, with such County Clerk), as follows:

<u>Tax Levy For the Year,</u>	<u>New Levy Amount To Continue After Abatement A Tax Sufficient to Produce the Sum of,</u>	<u>(Amount Abated)</u>
2021	\$0.00	\$533,625.00

No other tax levy year is to be affected by this Abatement Certificate. The County Clerk is hereby directed to abate taxes as set forth above and to ascertain the rate per cent required to produce the aggregate tax hereinabove provided to be levied in 2021, as shown above to be levied, and to extend the same for collection on the tax books in connection with other taxes levied in such year, in and by the Issuer for general corporate purposes of the Issuer, and in such year levied and collected in like manner as taxes for general corporate purposes for such year is levied and collected and, when collected, such taxes shall be used solely for the purpose of paying the principal of and interest on the Bonds herein described as the same become due and payable. The tax levy shall be abated as parenthetically shown above. Otherwise Ordinance No. 574 shall be given effect according to its terms.

(SEAL)

Jarrod Scheunemann, Secretary

Printed Name

Title

Receipt

The Champaign County Clerk hereby acknowledges receipt of the above Abatement Certificate this _____ day of February, 2022 and agrees to abate (and continue to extend with respect to the Bond Ordinance, as shown above) the taxes as therein provided.

Champaign County Clerk



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 9, 2022

SUBJECT: Dog Park Improvements Bid

Background

This is a bid for the addition of concrete walks and shade structures to both the small and large dog enclosures. The shade structures were purchased separately by the District and will be installed by the awarded contractor. See attachment for layout design.

Prior Board Action

The Board approved the FY21/22 capital budget at the April 14, 2021 Regular Board meeting.

Bid Results

An invitation to bid was published in *The News-Gazette*. The bids were opened and read aloud on Friday, January 28, 2022. The bid results are as follows:

Bidder	Bid Amount
A & A Concrete	\$24,928.14
Mid Illinois Concrete	\$32,545.00
A & R Mechanical Services	\$34,927.96
Duce Construction	\$36,000.00
Stark Excavating	\$36,393.50
Petry-Kuhne	\$40,898.00

Budget Impact

Annual ADA funds, in the amount of \$21,928, will be used for the concrete work. \$22,500 was budgeted in the CIP for Dog Park improvements and will be used for the remainder of the costs, which is \$11,942. This leaves \$10,558 remaining in the CIP budget. Total for this project - \$34,442.

Recommended Action

Staff recommends awarding bid to the lowest bidder that meets all required specifications, A & A Concrete, at the bid amount of \$24,928.14, and requests the Board to authorize the Executive Director to enter into a contractual agreement for this work.

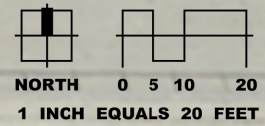
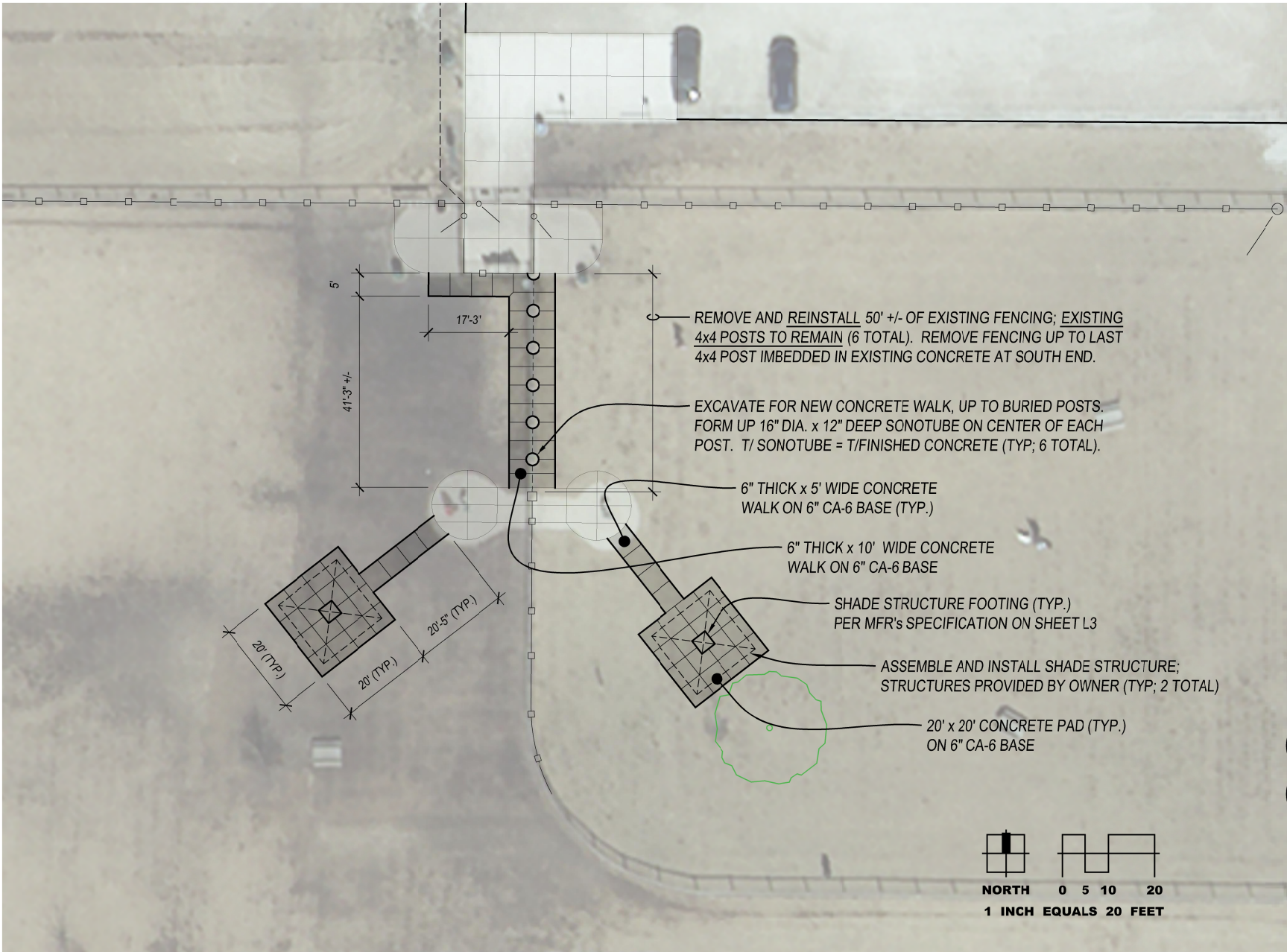
Prepared by:

Reviewed by:

Bret Johnson
Assistant Director of Operations

Andrew Weiss
Director of Planning

S:\P\meeting\parks\champaign park district dog park improvements\addendum 01.dwg



**CHAMPAIGN
PARK DISTRICT**

Bresnan Meeting Center
706 Kenwood Road
Champaign IL 61821

217 398 2550
champaignparks.com

dog park improvements
champaign park district
5001 w windsor road
champaign illinois 61821

date	drawing issue
1/17/2022	bid
1/26/2022	addendum 1

plan

L2

sheet 2 of 4



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 9, 2022

SUBJECT: Douglass Community Center HVAC Upgrade

Background

This is a bid for the replacement of the original upstairs classroom air handler, a/c condenser, and a new heating coil. It also includes changing the pneumatic valves on all supplemental units throughout. Once completed, all original pneumatic controls will be gone from the facility.

Prior HVAC upgrades to this facility include: Lobby and office a/c condenser replacement (2007), addition of cooling to the gymnasium (2012), replacement boiler for the entire facility (2016).

Prior Board Action

The Board approved the FY21/22 capital budget at the April 14, 2021 Regular Board meeting.

Bid Results

An invitation to bid was published in *The News-Gazette*. The bids were opened and read aloud on Thursday, January 27, 2022. The bid results are as follows:

Bidder	Bid Amount
Reliable Plumbing and Heating, Champaign, IL	\$52,630
A&R Mechanical Contractors, Urbana, IL	\$65,330
United Mechanical Group, Inc., Champaign, IL	\$69,800

Budget Impact

\$60,000 was budgeted in the FY21/22 capital budget for this project.

Recommended Action

Staff recommends the awarding of this bid to the lowest bidder that meets all required specifications, Reliable Plumbing and Heating Company, Champaign, IL, at the bid amount of \$52,630, and requests the Board to authorize the Executive Director to enter into a contractual agreement for this work.

Prepared by:

Bret Johnson
Assistant Director of Operations

Reviewed by:

Dan Olson
Director of Operations



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 9, 2022

SUBJECT: Human Kinetics Staff/Martens Center Use

Introduction

Rainer and Julie Martens donated \$4.4 million dollars to assist the Park District in building a new Community Center on the property they donated to the Park District. The Martens requested use of the facility for Human Kinetics staff as part of their employee wellness efforts. Human Kinetics also has provided a donation of \$25,0000 towards fitness equipment in the new Martens Center.

Background

The purpose of this Agreement is to provide the terms and conditions by which Human Kinetics (HK) staff may become members of the Martens Center.

The goal of this agreement between the Park District and HK is to provide an opportunity for individual HK staff to use the Martens Center to improve their wellness and permit HK to use the facility for video and photographic events as part of its programs and services.

This five-year agreement will be effective from June 1, 2022 through May 31, 2027. Either Party may terminate this Agreement by delivery of written notice to the other party at least thirty (30) days prior to the termination date.

Human Kinetics will be responsible for the following:

- A. Maintain and provide Park District with accurate and timely lists of current HK staff who are qualified to receive a yearly individual membership to the Martens Center.
- B. Provide Park District with funds to assist with the purchase of fitness equipment if/when funds are available, at the discretion of HK.
- C. Assist the Park District in developing videos promoting fitness and wellness in the community, not to exceed 20 hours of video production time annually.
- D. Provide funds to assist with purchasing yearly memberships for up to 10 families in the Shadow Wood Mobile Park, as funds are available and not to exceed \$2,500 annually.

The Park District will be responsible for the following:

- A. Provide Martens Center individual memberships for all current HK staff members who work at HK headquarters in Champaign and who express interest in membership.
- B. Provide access to the Martens Center and/or Human Kinetics Park to HK staff for the purposes of video or photographic events; provided that, permission from the Park District is requested at least forty-eight (48) hours in advance of any such events. HK will own the copyright to all photos and videos, with the exception of those developed strictly for Park District purposes (as indicated in Section 3 C.). HK shall upon request provide non-exclusive copies of other photos and videos to the Park District free of charge or cost to use for educational or promotional purposes.
- C. Provide space free of charge or cost within the Martens Center for HK Meetings or events subject to availability.

The mission of the Champaign Park District is to enhance our community's quality of life through positive experiences in parks, recreation, and cultural arts.

Budget Impact

The overall impact of the agreement with the HK employees is hard to measure since HK staff have donated, will make future donations to assist with the fitness equipment, and also have donated funds for local families to participate as members.

Recommended Action

The staff recommend the agreement with Human Kinetics be approved and authorize the Executive Director to execute the agreement.

Prepared by:

Joe DeLuce,
Executive Director

Reviewed by:

Jarrod Scheunemann
Director of Admin Servcies

**AGREEMENT BETWEEN
HUMAN KINETICS, INC. AND THE CHAMPAIGN PARK DISTRICT**

THIS AGREEMENT is entered into and effective as of February 9, 2022 by and between the Champaign Park District, a municipal corporation (hereinafter referred to as, "Park District"), whose principal address is 706 Kenwood Road, Champaign, Illinois, and Human Kinetics, Inc. (hereinafter referred to as, "HK"), who principal address is 1607 North Market Street, Champaign, Illinois.

WITNESSETH:

In consideration of the mutual covenants and agreements set forth herein and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

Section 1 – General Purpose. The purpose of this Agreement is to provide the terms and conditions by which HK staff may become members of the Martens Center and HK may utilize Martens Center for certain limited events described herein.

The goal of this agreement between the Park District and HK is to provide an opportunity for individual HK staff to use the Martens Center to improve their wellness and permit HK to use the facility for video and photographic events as part of its programs and services.

Section 2 – Term. This Agreement shall be effective from June 1, 2022 through May 31, 2027. Either Party may terminate this Agreement by delivery of written notice to the other party at least 30 (thirty) days prior to the termination date. The Parties may terminate this Agreement immediately upon written agreement.

Section 3 – Human Kinetics Inc. Responsibilities. HK shall:

- A. Maintain and provide Park District with accurate and timely lists of current HK staff who are qualified to receive a yearly individual membership to the Martens Center.
- B. Provide Park District with funds to assist with the purchase of fitness equipment if/when funds are available, at the discretion of HK.
- C. Assist the Park District in developing videos promoting fitness and wellness in the community, not to exceed 20 hours of video production time annually.
- D. Provide funds to assist with purchasing yearly memberships for up to 10 families in the Shadow Wood Mobile Park, as funds are available and not to exceed \$2,500 annually.

Section 4 – Champaign Park District Responsibilities. Park District shall:

- A. Provide Martens Center individual memberships for all current HK staff members who work at HK headquarters in Champaign and who express interest in membership.
- B. Provide access to the Martens Center and/or Human Kinetics Park to HK staff for the purposes of video or photographic events; provided that, permission from the Park District is requested at least forty-eight (48) hours in advance of any such events. HK will own the copyright to all photos and videos, with the exception of those developed strictly for Park District purposes (as indicated in Section 3 C.). HK shall upon request provide non-exclusive copies of other photos and videos to the Park District free of charge or cost to use for educational or promotional purposes.
- C. Provide space free of charge or cost within the Martens Center for HK Meetings or events subject to availability.

Section 5 – Rules, Laws and Ordinances. HK shall comply with all applicable ordinances, rules and regulations of the Park District.

Section 6 – Default. In the event that either Party fails to comply with the terms of this Agreement, and cure such default within fifteen (15) days of written notice from the other Party, then the non-defaulting Party shall have the right to terminate this Agreement. Any such termination shall not terminate or affect the obligations or rights to enforce the same as they may have accrued prior to termination. The non-defaulting Party shall have the right to enforce this Agreement by obtaining any remedy available to it under law or equity in the state of Illinois.

Section 7 – Indemnification. HK shall indemnify, defend and hold harmless Park District and any of its directors, officers, employees, agents and representatives from an against any and all liability, loss, costs, causes of actions, demands, attorney’s fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against Park District that arises solely from an act, failure or omission on the part of the HK or any of its directors, officers, employees, agents and representatives in carrying out of the terms of this Agreement

Section 8 – Notice. All notices required pursuant to this Agreement shall be in writing, and shall be deemed to have been given at the time they are mailed to the respective party via certified mail, return receipt requested with an additional copy sent via U.S. first class mail at the address set forth below, or at such other place or address as the Parties shall provide to each other in writing.

CHAMPAIGN PARK DISTRICT

Attention: Joseph DeLuce
Executive Director
706 Kenwood Road
Champaign, IL 61821

Human Kinetics Inc.

Attention: Skip Maier
CEO of Human Kinetics
1607 North Market Street
Champaign, IL 61820

Section 9 – Authority to Execute Agreement. Each person or entity executing this Agreement represents that he/she/it is authorized to execute the Agreement. Each person executing this Agreement on behalf of any entity represents that he or she is authorized to execute this Agreement on behalf of such entity.

Section 10 – Counterparts. This Agreement shall be executed in duplicate, each of which shall be deemed to be an original.

Section 11 – Entire Agreement and Amendment. This Agreement and any written addendum to it executed in writing by the Parties constitute(s) the entire Agreement between Park District and the Human Kinetics, Inc. and may be changed, modified or amended only by mutual written agreement executed by Park District and HK.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed effective as the day and year first above written.

Champaign Park District

Human Kinetics, Inc.

By: _____

By: _____

Name: _____
(Print Name)

Name: _____
(Print Name)

Title: _____

Title: _____



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 1, 2022

SUBJECT: Capital Improvement Plan – 2023 New Capital Requests

Background

- The *2023-2032 Capital Improvement Plan (CIP)* was presented for discussion at the January 12, 2022 board meeting.
- The “Annual Projects and Purchases” section of the CIP had discussion and consensus at the January 24, 2022 Special Board meeting with Board direction to meet with Parkland College and the City/State regarding Parkland Way.
- The CIP is presented again below in its original January 12th format.

For this meeting discussion, we would like to focus on the sections of “Proposed Capital Projects 2023” and “Equipment Purchases no outside installation fees”, with the intent of getting consensus from the Board to bring these sections back for formal approval at a later date.

This section details twelve new or renovation projects for 2023, for a total request of \$674,000 in new capital money.

Other sections of the CIP will be placed on future agendas for consensus and/or approval.

Prior Board Action

There has not been prior Board Action.

Budget Impact

A total of \$1,204,000 has been proposed for 2023 ANNUAL PROJECTS AND PURCHASES.

Recommended Action

We are not requesting formal action at this time. However, we are seeking consensus in order to further develop the Capital Improvement Plan and Capital Budget and then bring forward for approval at a future date.

Prepared by:

Reviewed by:

Daniel Olson
Director of Operations

Joe DeLuce
Executive Director



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: January 5, 2022

SUBJECT: Discussion FYE2023 Capital Budget and 2023-2032 Capital Improvement Plan

Background

The Capital Improvement Plan (CIP) and subsequent budget that arises from it, provides the basis for control of expenditures for the acquisition of Park District assets, new construction and renovation of facilities, parks and equipment. The Board of Commissioners typically discusses capital as a first step in the overall budget process in order to make decisions on large expenditures.

The draft CIP projects list is structured differently from in the past. This structure was chosen in order to make the review and editing by the Executive Director and the Board much simpler, as well as making updates easier for the staff. Highlighting some of the differences:

- The CIP is a ten-year outlook. Previously a six year.
- We grouped annual expenditures together to provide you a view of the “cost of doing business”.
- Projects funded in whole or part from the Special Recreation Fund (ADA) or grant funding are noted with symbols.
- Projects that will require funding from the operational budget to complete the capital project are also noted with a symbol.

Process

Development of the CIP and Capital Budget began with facility and park tours and meeting with key staff that oversee those areas. A comprehensive projects list was developed from these meetings and requests from all staff. The projects list includes repairs and replacements but also includes new concepts and construction. Well over 400 projects were submitted for consideration and this list will be available to add to throughout the year. From the projects list, the below CIP was developed and then reviewed by the Executive Director.

Prior Board Action

No previous action or discussion.

Budget Impact

The draft capital budget for FYE2023 is \$1,878,000 as presented. An additional \$2,379,000 in carryover or multi-year projects that have been previously approved is also included.

Recommended Action

The Capital Budget and Capital Improvement Plan are presented for discussion only at this time. However, final Board approval of the CIP Plan and the Capital Budget would be ideal no later than March 9, 2022.

Prepared by:

Daniel Olson
Director of Operations

Reviewed by:

Joe DeLuce
Executive Director

Champaign Park District 2023 to 2032 Capital Improvement Plan

Updated January 7, 2022

* Denotes Special Recreation/ADA Funding in part or whole.

^ Denotes grant funding in part or whole.

~ Denotes project has architectural/design/engineering costs associated in an operating budget.

ANNUAL PROJECTS AND PURCHASES								
Project Name	Short Description	2023	2024	2025	2026	2027	2028	2029-2032
Annual Vehicle Purchase/Replacement	Three replacements. Replacement of new vehicles assessed quarterly.	\$ 95,000	\$ 185,000	\$ 180,000	\$ 150,000	\$ 170,000	\$ 150,000	\$ 13,000
Annual Rolling Stock Purchase/Replacement	Pull-behind mower replacement in 2023.	\$ 30,000	\$ 115,000	\$ 100,000	\$ 50,000	\$ 25,000	\$ 40,000	\$ 40,000
Annual Painting	Interior and exterior painting needs are evaluated multiple times per year. Painting done in-house.	\$ 40,000	\$ 20,100	\$ 20,100	\$ 15,000	\$ 15,000	\$ 12,000	\$ 12,000
Annual Concrete*	Replacement or new concrete for safety, accessibility, and edging.	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 45,000
Annual HVAC	Small HVAC replacements. Hays in 2023.	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Annual Flooring	General carpeting, tile, or epoxy, baseboard, etc. Operations break room, hall and offices in 2023.	\$ 25,000	0	\$ 20,100	\$ 19,000	\$ 12,000	\$ 12,000	\$ 12,000
Annual Asphalt Sealcoating and Striping	Maintenance on asphalt areas.	\$ 40,000	\$ 30,100	\$ 32,100	\$ 15,000	\$ 20,000	\$ 20,000	\$ 22,000
Annual Roadway~	Parkland Way repair and District patching.	\$ 106,000	\$ 106,000	\$ 108,000	\$ 110,000	\$ 108,000	\$ 108,000	\$ 3,000
Annual Park Amenities*	Benches, signs, water fountains, pet stations, trash and recycle bins, etc.	\$ 40,000	\$ 20,000	\$ 22,000	\$ 22,000	\$ 25,000	\$ 20,000	\$ 20,000
Annual Playground Surfacing*	Fibar Purchase and pour-in-place repair.	\$ 37,000	\$ 38,110	\$ 39,300	\$ 40,200	\$ 40,200	\$ 42,000	\$ 44,000
Annual Sports Field Mix	Infield mix and outfield/foul tracks warning areas.	\$ 15,000	\$ 10,000	\$ 10,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 15,000
Annual Fencing Replacement	Small fencing projects new and replacement.	\$ 25,000	\$ 25,000	\$ 15,000	\$ 15,000	\$ 18,000	\$ 10,000	\$ 10,000
Annual Playground Replacement*	Davidson Park in-house installation in 2023.	\$ 75,000	\$ 210,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 250,000	\$ 250,000
Annual Technology Replacement	Replacement and new servers, security cameras, computers, copiers, laptops, software, computer cameras, phones, etc.	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Annual Fitness/Weight Equipment Replacement/New	For 2023, LRC original treadmill replaced, two dumbbell benches replaced, rack for medicine ball, mat and dumbbell storage replacement.	\$ 14,000	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 25,000	\$ 15,000
Annual Roofing Projects	General shingle and metal roof replacements. Dodds Tennis Center in 2023.	\$ 450,000	\$ 108,000	\$ 490,000	\$ 22,000	0	0	0
Annual Tables/Chairs/Furniture Replacement*	For 2023, LRC original tables and chairs from opening. 24 new tables. Old tables used in preschool/daycamp room replacing ones falling apart.	\$ 7,000	\$10,000	\$5,000	\$7,000	\$10,000	\$10,000	5000
Contingency	Unexpected expenditures related to capital items. Five percent of total capital.	\$ 70,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 85,000
Annual Project and Purchases Totals		\$ 1,204,000	\$ 1,112,310	\$ 1,486,600	\$ 922,200	\$ 900,200	\$ 921,000	\$ 686,000
Proposed Capital Projects 2023 to 2032								
Project Name	Short Description	2023	2024	2025	2026	2027	2028	2029-2032
Stormwater Drain Break Fountain Outflow West Side Park	Scope line. Address break/plug between Prayer for Rain and drop drain.	\$ 10,000	0	0	0	0	0	0
Band Shell Renovation West Side Park~	Design for cabling and iron exclusions by Architectural Expressions.	\$ 26,000	0	0	0	0	0	0
West Shop Back Gutters	Cut off rotted beams and add covers. Add gutters and downspouts with possible pop-ups done in house.	\$ 18,000	0	0	0	0	0	0
Robeson Meadows West ADA Walk and Fountain*	Entry sidewalk, fountain, etc. not to ADA standards.	\$ 24,000	0	0	0	0	0	0
Electric Power into Porter Family Park~	Dan has estimates from Illinois Power Engineers.	\$ 33,000	0	0	0	0	0	0
Facility Security Equipment with new company	Replace current security vendor and do limited upgrades.	\$ 55,000	0	0	0	0	0	0
Network Upgrades Douglass CC and Annex	Pushed out from 21/22 to trade with District-wide phones.	\$ 95,000	0	0	0	0	0	0
Outdoor Basketball Courts Resurface Douglass Park (2 courts)	Outdoor basketball courts are in bad shape.	\$ 110,000	0	0	0	0	0	0
East Lobby Renovation at Virginia Theatre^~	Only if grant is IDNR Public Museum Grant is approved.	\$ 200,000	0	0	0	0	0	0
Lindsay Garden Renovation	Includes plant renovation, expansion of path, ID placards.	\$ 10,000	0	0	0	0	0	0

Dodds ADA Crosswalks Construction*~	ADA compliance with sidewalk crossings throughout Dodds Park.	\$ 30,000	0	0	0	0	0	0	0
Carle at the Fields Trail Nodes*	Activity nodes along trail. New build in planning stages in agreement with Carle.	\$ 25,000	0	0	0	0	0	0	0
Equipment Purchases no outside installation fees									
Dog Park Agility Stations	Replacement of old handmade stations.	\$ 12,000	0	0	0	0	0	0	0
Outdoor Sports Goal Replacement	Dodds soccer goals. Dodds Lacrosse Goals.	\$ 15,000	0	0	0	0	0	0	0
Douglass CC Gym Scoreboards (2 boards)	Two boards replaced.	\$ 11,000	0	0	0	0	0	0	0
Carryover Projects from FY22									
Martens Center^~	Final Payment to contractor May or June 2022.	\$ 500,000							
Spalding Tennis Court renovations~	Remove, replace existing and add two. New fencing, lights, bleachers, etc.	\$ 335,000	0	0	0	0	0	0	0
Pickleball Complex Contracted Construction~	New complex on Seaman Field.	\$ 750,000	0	0	0	0	0	0	0
Leonhard Access Drive Construction~	Construction to install access drive to back of Leonhard.	\$ 44,000	0	0	0	0	0	0	0
Greenbelt Bikeway Trail^~	Connection between Heritage and Kaufman parks.	\$ 750,000	0	0	0	0	0	0	0
Project Name	Short Description								
Wayfinding Signs Design and Architectural Virginia Theatre*	Internal directional signage including ADA.	0	\$ 10,000	0	0	0	0	0	0
Outdoor Trashcan Replacement Sholem	Outdoor Trashcan Replacement Sholem.	0	\$ 20,000	0	0	0	0	0	0
Shade Structures Phase 2 Dog Park	Includes adding two additional shade areas without sidewalks to compliment the phase 1 ADA compliant shade with walkway.	0	\$ 22,000	0	0	0	0	0	0
Web Site Upgrade - CPD and CUSR*~	Periodic Upgrade to main website technologies, accessibility and mobility. Strategic Plan item for 23-24.	0	\$ 25,000	0	0	0	0	0	0
Shade Cloth Replacement at Sholem	Shade Cloth Replacement at Sholem.	0	\$ 28,000	0	0	0	0	0	0
Bus/Van/Car Pull-in on Sangamon Ave. CUSR*~	Would need to work directly with the city. Broeren Russo had a quick concept drawn. Will need engineering and city sign-offs.	0	\$ 42,000	0	0	0	0	0	0
Tennis Court Refurbish Sunset Ridge (1 court)	Surfacing.	0	\$ 70,000	0	0	0	0	0	0
Powell Park Path Additions*~	Expansion of internal paths including linking existing connections to city sidewalks.	0	\$ 80,000	0	0	0	0	0	0
Douglass CC Gym Basketball Risers Replacement	Four total baskets are movable. The north two are permanently attached to the wall. Old systems antiquated and not safe. Need keyed wall motorized access and fall safety harnesses. Four total to replace. Parts no longer available.	0	\$ 92,000	0	0	0	0	0	0
Stage Automation (Fly) Control Components Virginia~	Currently older Daktronics model. No longer supports technology and parts.	0	\$ 100,000	0	0	0	0	0	0
Lighting Dodds Soccer Fields 7 and 10	Uses two existing poles. Will need four other new poles.	0	\$ 180,000	0	0	0	0	0	0
Parking Lot renovation Hessel Lot A	Milling, replace, adding parking spots including ADA.	0	\$ 220,000	0	0	0	0	0	0
Pools Repainted (4 pools) Sholem	Estimate does not include blasting to concrete. Tnemec asked for quotes.	0	\$120,000+	0	0	0	0	0	0
Parking Lot renovation Lot L and M at Centennial	Lot L, Prairie Farm west, mill, expand parking spaces to the south, paint. Lot M, Prairie Farm east, mill, new asphalt, paint.	0	\$ 240,000	0	0	0	0	0	0
Project Name	Short Description								
Outdoor Sports Goal Replacement	Dodds soccer goals.	0	0	\$ 14,000	0	0	0	0	0
Lightboard (ION) for Virginia Theatre	Technology and parts no longer supported or available.	0	0	\$ 50,000	0	0	0	0	0
Tennis Court Refurbish Hessel (4 courts)	Surfacing.	0	0	\$ 150,000	0	0	0	0	0
Clark Park Renovation Construction*~	ADA sidewalks, basketball court, playground, sand play, tennis steps, etc.	0	0	\$ 250,000	0	0	0	0	0
Lighting Zahnd Baseball Fields (2 Fields)	Move to LED.	0	0	\$ 300,000	0	0	0	0	0
Lighting Dexter Field	Replaces wooden poles and fixtures to LED.	0	0	\$ 220,000					
Springer Flooding Construction~	Construction to fix Springer flooding.	0	0		0	0	0	0	0

Douglass CC Lift Access Construction*~	Construction for ADA access to gym and classroom.	0	0		0	0	0	0			
Project Name	Short Description										
S2 Lock Douglass Annex	Security and limited entry.	0	0	0	\$ 15,000	0	0	0			
S2 Lock Douglass Community Center	Security and limited entry.	0	0	0	\$ 20,000	0	0	0			
Interior Plaster and Painting Work	Wear, tear, humidity on plaster. Will need this amount every three years.	0	0	0	\$ 20,000	0	0	0			
Warranty Tennis Court Refurbish (4 courts)	Surfacing at Morrissey Park.	0	0	0	\$ 30,000	0	0	0			
Kitchen Remodel at Hays Construction*~	Construction to address ADA, aging equipment and cabinetry, rental use, etc.	0	0	0	\$ 80,000	0	0	0			
Hazel Park Path Extensions*~	Expansion and link to city sidewalks.	0	0	0	\$ 150,000	0	0	0			
Project Name	Short Description										
Basketball Court Replacement Powell (1 court)	Concrete court. May hold up longer.	0	0	0	0	\$ 60,000	0	0			
Tennis Court Renovation Eisner (1 court)	Asphalt, surfacing, fencing, posts, nets, etc.	0	0	0	0	\$ 65,000	0	0			
Douglass Park North Block Fencing Replacement	North section is need of fencing repair.	0	0	0	0	\$ 70,000	0	0			
Digital Projector Replacement Virginia~	Main projector and components.	0	0	0	0	\$ 200,000	0	0			
Project Name	Short Description										
Douglass Annex Kitchen Remodel*~	Upgrade cabinets and counter depths if possible. Maybe dishwasher. To meet public health and ADA, may need designer.	0	0	0	0	0	\$ 55,000	0			
Kitchen Remodel Springer (Instructional Kitchen)*~	Remodel to an instructional kitchen and new appliances and ADA.	0	0	0	0	0	\$ 68,000	0			
Project Name	Short Description										
TBD	TBD	0	0	0	0	0	0	0			
Project Totals					\$ 3,053,000	\$ 1,129,000	\$ 984,000	\$ 315,000	\$ 395,000	\$ 123,000	\$0



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 9, 2022

SUBJECT: Agreement with the DMBGC at the Martens Center

Introduction

Park District staff members met with the Executive Director of the Don Moyers Boys and Girls Club (DMBGC) and its President to discuss the terms of the agreement for the DMBGC to use the Martens Center for their youth day camp and afterschool programs. The Park District staff members and the Park District's attorney drafted an agreement, which was reviewed and approved by the Park Board and then forwarded to the Don Moyers Boys and Girls Club leadership for their review. The DMBGC leaders have made some suggested changes to the agreement and Park District staff members have brought the agreement back for discussion.

Background

The following excerpts from the agreement highlight areas in **yellow** that connect with DMBGC comments in *blue* below.

1. **Fees and Term.** DMBGC shall pay the Park District Three Thousand Dollars (\$3,000.00) per month in fees **together with its pro rata share of applicable costs associated with the space usage, taxes (if any), insurance, utilities, and maintenance costs, as reasonably determined by the Park District and documented to DMBGC.** Such amounts shall be paid with thirty (30) days of presentment of a statement for such amounts. Such fees shall be reconsidered for adjustment annually by the Parties, but in no event shall such fees be less than the amount of Three Thousand Dollars (\$3,000.00) per month each year. Such fees shall be evaluated each year on or before the anniversary date hereof and such monthly fee shall be subject to increase based upon the Annual Consumer Price Index (CPI) as determined by the United States Federal Reserve Bank. **The initial term of this Agreement shall be seven (7) years from the date it is executed by the Parties. After the initial seven (7) year term, the Parties shall have the option of extending the Agreement for an additional five (5) year term pursuant to an exercise of such option made in writing by both Parties not less than sixty (60) days prior to the end of the initial term.** Notwithstanding the foregoing, this Agreement shall terminate upon the event of the dissolution of either Party.

Comments received from DMBGC:

"From earlier discussions DMBGC understood that the first-year payment for use of facilities would be \$3,000 dollar per month for a total of \$36,000 for year one. The amount established was based on two factors: 1) the estimated square footage used and occupied, and the percentage of time used by DMBGC over the course of the year; and 2) a Park District annual membership payment of \$80 for a 200-child membership that would be attending DMBGC programming. Our understanding was that the annual payment would cover all related occupancy expenses (maintenance, utilities, insurance, etc.). We are unclear as to if the highlighted section indicates that the listed costs are over and above the \$3,000 per month fee.

We would like to amend the second highlighted section to read:

The initial term of this Agreement shall be seven (7) years from the date it is executed by the Parties. After the initial seven (7) year term, the Parties DMBGC shall have the option of extending the

*Agreement for an additional **five (5)** year term pursuant to an exercise of such option made in writing by ~~both Parties~~ **DMBGC** not less than ~~sixty (60)~~ one hundred twenty-days (120) prior to the end of the initial term. **DMBGC shall have the option to up to five (4) five-year terms.** Notwithstanding the foregoing, this Agreement shall terminate upon the event of the dissolution of either Party.”*

In connection with any concession equipment, supplies, and materials that may be located at the Facilities, ~~the Park District~~ **each party** shall retain for its own use any and all revenue received from concession sales **conducted by and on their behalf**.

Comments received from DMBGC:

“We would like clarification that revenue from any DMBGC conducted concessions or sales of any kind would be owned by DMBGC.”

Park District Staff comments regarding the DMBGC suggested changes:

1. Fees and Term: The Park District staff member’s understanding is the \$3,000 per month (\$36,000 per year) is the agreed upon amount for the DMBGC to pay the first year, then staff will evaluate the costs associated with hosting the DMBGC programs at the Martens Center and that amount could be increased after the first year and will be evaluated at the end of each year of the agreement.
2. Park District staff agree with starting at a seven-year agreement and agree to the five-year extension as long as both parties agree to continue the agreement. An additional five-year agreement would be an option for both parties if the agreement continues for the seven- and five-year terms.
3. The kitchen in the new Martens Center will only be used for demonstrations and cooking classes and is not designed to be a concession stand. The Park District will have soda and snack vending machines in the Center as part of our agreement with Pepsi. No other concessions will be sold in the Martens Center

Prepared by:

Reviewed by:

Joe DeLuce
Executive Director

Jarrod Scheunemann
Director of Admin Services

**AGREEMENT BETWEEN CHAMPAIGN PARK DISTRICT AND THE DON MOYER BOYS
AND GIRLS CLUB FOR THE UTILIZATION OF MARTENS CENTER
AT HUMAN KINETICS PARK**

THIS AGREEMENT is made and entered into as of the ____ day of _____, 20____, by and between the Champaign Park District, an Illinois Municipal Corporation (hereinafter referred to as, "Park District"), with a principal address of 706 Kenwood Road, Champaign, IL 61821 and Don Moyer Boys and Girls Club, an Illinois Not-For-Profit Corporation (hereinafter referred to as, "DMBGC"), with a principal address of 201 E. Park Street, Champaign, IL 61820, and individually or collectively referred to as "Party" or "Parties", as the case may be.

WITNESSETH:

WHEREAS, the Park District is engaged in efforts to enhance and develop Human Kinetics Park in Champaign, IL together with donors Rainer and Julie S. Martens and the Martens Foundation, among others, in order to more fully develop outdoor space and construct an indoor recreation and community center (hereinafter referred to as, "Martens Center") at the park (hereinafter referred to as, "HK Park"); and

WHEREAS, the Martens have expressed an interest and desire for the Park District to include DMBGC in programming and activities at Martens Center for the growth and development of children and adolescents who attend and participate in the programming of DMBGC; and

WHEREAS, the Park District and DMBGC desire to enter into an agreement as described herein in order to collaborate and accomplish their respective purposes, goals, and objectives; and

WHEREAS, the Park District and DMBGC are interested in developing programs, activities, and services for the benefit of children and adolescents in connection with the utilization of the Martens Center and the adjacent open space at HK Park;

NOW, THEREFORE, for and in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties do hereby agree as follows:

1. **Purpose.** This Agreement sets forth the terms and conditions pursuant to which the Parties have agreed relative to the use, programming, activities, and services to be conducted at HK Park, including the Martens Center and recreational fields (hereinafter collectively referred to as, "Facilities"). Pursuant to this Agreement, the Park District does grant DMBGC a license to utilize certain portions of the Facilities on certain dates and at certain times in an exclusive manner, while recognizing that overall the Facilities will be and are for the use and benefit of the community at large; provided that, specific opportunities for DMBGC members shall exist, as otherwise described herein. Accordingly, the Parties acknowledge and understand that Martens Center at HK Park shall not be construed as being developed solely for the benefit of DMBGC or any other particular group(s). The Parties shall use their best good faith efforts to undertake this Agreement, including such representations, warranties, covenants, use allocations, cost sharing, insurance, and indemnities customary for transactions of this character and type. The Facilities shall be used to provide educational, recreational, athletic and community-based activities, such as those commonly provided at park and recreation, cultural, and development oriented facilities in the Champaign-Urbana area. All uses shall be subject to the rules, regulations, and policies that are applicable to other facilities owned and/or operated by the Park District. DMBGC may have programming rules and policies which it may implement so long as those rules and policies do not conflict with the rules, regulations, and policies of the Park District. To the extent of any such conflict, the rules, regulations, and policies of the Park District shall control the conduct of the Parties.

2. **Fees and Term.** DMBGC shall pay the Park District Three Thousand Dollars (\$3,000.00) per month in fees together with its pro rata share of applicable costs associated with the space usage, taxes (if any), insurance, utilities, and maintenance costs, as reasonably determined by the Park District and documented to DMBGC. Such amounts shall be paid with thirty (30) days of presentment of a statement for such amounts. Such fees shall be reconsidered for adjustment annually by the Parties, but in no event shall such fees be less than the amount of Three Thousand Dollars (\$3,000.00) per month each year. Such fees shall be evaluated each year on or before the anniversary date hereof and such monthly fee shall be subject to increase based upon the Annual Consumer Price Index (CPI) as determined by the United States Federal Reserve Bank. The initial term of this Agreement shall be seven (7) years from the date it is executed by the Parties. After the initial seven(7) year term, the Parties shall have the option of extending the Agreement for an additional five (5) year term pursuant to an exercise of such option made in writing by both Parties not less than sixty (60) days prior to the end of the initial term. Notwithstanding the foregoing, this Agreement shall terminate upon the event of the dissolution of either Party.

From earlier discussions DMBGC understood that the first-year payment for use of facilities would be \$3,000 dollar per month for a total of \$36,000 for year one. The amount established was based on two factors: 1) the estimated square footage used and occupied, and the percentage of time used by DMBGC over the course of the year; and 2) a Park District annual membership payment of \$80 for a 200-child membership that would be attending DMBGC programming. Our understanding was that the annual payment would cover all related occupancy expenses (maintenance, utilities, insurance, etc.). We are unclear as to if the highlighted section indicates that the listed costs are over and above the \$3,000 per month fee.

We would like to amend the second highlighted section to read:

The initial term of this Agreement shall be seven (7) years from the date it is executed by the Parties. After the initial seven (7) year term, ~~the Parties~~ DMBGC shall have the option of extending the Agreement for an additional **five (5) year term** pursuant to an exercise of such option made in writing by ~~both Parties~~ DMBGC not less than ~~sixty (60)~~ one hundred twenty-days (120) prior to the end of the initial term. **DMBGC shall have the option to up to five (4) five-year terms.** Notwithstanding the foregoing, this Agreement shall terminate upon the event of the dissolution of either Party.

3. **Ownership.** The Facilities shall at all times be owned and operated by the Park District. The Park District shall, as otherwise described herein, allocate space and programming opportunities to DMBGC pursuant to this Agreement, which may include an amendment hereto. The Parties recognize that the Park District shall undertake efforts with DMBGC to develop programming and activities for DMBGC members consistent with the Park District's overall programming policies and purposes.
4. **Programming by DMBGC.** DMBGC shall undertake the following programming, services, and activities at the Facilities:
 - A. Operate youth activities and afterschool program on scheduled school days and certain non-school days during the school year as designated by official and applicable public school calendars in coordination with the Park District;
 - B. Conduct such activities and programs during the hours of 2:30 p.m. to 6:00 p.m. on scheduled school days and 7:30 a.m. to 6:00 p.m. on such designated non-school days;

C. Operate summer day camp activities and programs from 7:30 a.m. to 6:00 p.m., Monday through Friday, for children and adolescents in grades kindergarten through eight (8);

D. Develop and implement such programs as are consistent with the curriculum and standards created by the National Boys and Girls Club of America, including without limitation, the following: Character & Leadership, Sports & Recreation, Education & Career, and Healthy Lifestyles;

E. Provide an appropriate number of staff qualified, pursuant to the National Boys and Girls Club of America curriculum and standards, who shall certify and conduct applicable activities and programs. Such staff shall be employed by DMBGC which shall pay and cover all applicable compensation, employment benefits, and insurance. DMBGC shall be responsible for all necessary tax and reporting obligations for such staff. It is expressly understood that such staff shall not in any manner whatsoever be deemed employees or agents of the Park District and shall not hold themselves out as such in any manner whatsoever;

F. Assure compliance with all policies and procedures related to the use of the Facilities, and the grounds, equipment, and supplies as required by Park District;

G. Comply with reporting and documentation requirements, including without limitation, staff background checks, as well as other obligations regarding children and adolescents as established and required by applicable law, the Park District, and DMBGC; and

H. Provide all necessary equipment and supplies for the operation of the DMBGC activities and programs; provided that, the Park District shall provide reasonably adequate storage space for DMBGC;

5. **Park District Responsibilities.** The Park District shall undertake the following responsibilities with regard to the Facilities:

A. Provide adequate space for signage identifying DMBGC. Any such signage shall be consistent with the applicable policies of the respective Parties, but shall in all instances comply with requirements of the Park District as determined by its Board of Commissioners;

B. Provide programming and space for DMBGC's activity and afterschool programs, as well as designated non-school day and summer day camp programs;

C. Dedicate office space in the Martens Center for DMBGC to prepare activities, programming, complete necessary documentation, and store its files, equipment, programming literature, materials, and supplies;

D. Provide a dedicated and identified entry area for DMBGC members to check in and out of the Martens Center; and

E. Maintain the Facilities in a clean and safe condition according to Park District standards.

6. **Operation and Maintenance of Facilities.**

A. The direct and indirect costs of employees of the Parties arising from the use and operation of the Facilities pursuant to this Agreement shall be the responsibility of the respective employer;

B. The Parties, acting through their respective designated representatives shall, prior to the commencement of each school year, jointly prepare an annual schedule of activities and events, as well as address and resolve any schedule issues at that time;

C. The Park District, except insofar as the Facilities are designated for DMBGC use on and at certain dates, times and events, shall solely decide upon and make the Facilities or any part thereof available for use by other individuals and entities in accordance with Park District policies and procedures; and

D. In connection with any concession equipment, supplies, and materials that may be located at the Facilities, ~~the Park District~~ **each party** shall retain for its own use any and all revenue received from concession sales **conducted by and on their behalf**.

We would like clarification that revenue from any DMBGC conducted concessions or sales of any kind would be owned by DMBGC.

7. **Memberships.** During the term of this Agreement or any extension or renewal hereof, any DMBGC member who participates in day camps or after school programs shall be entitled to receive a membership to the Martens Center free of charge. In addition, immediate family members of such DMBGC members who also attend or participate in DMBGC sponsored programs at Martens Center and demonstrate to the satisfaction of the Park District, in its sole discretion, that they live at the same residence as the DMBGC member shall be entitled to purchase an annual membership for the cost of Twenty-Five Dollars (\$25.00) per person per year.

8. **Liability Insurance.** The Parties shall obtain the necessary liability, property and casualty insurance as their respective interests appear. DMBGC shall keep in full force and effect at all times during this Agreement comprehensive general liability insurance, including contractual liability coverage, with minimum limits of not less than \$2,000,000 per occurrence and \$4,000,000 annual aggregate together with property damage insurance of not less than \$1,000,000. In addition, DMBGC shall maintain workers compensation and employer's liability insurance coverage including commercial umbrella and/or employers liability limits which shall not be less than \$1,000,000 per accident for bodily injury or \$1,000,000 each employee for bodily injury by disease. All insurance carriers providing the coverage set forth herein shall have a rating of A as assigned by A.M. Best and Co. and shall be reasonably satisfactory to Park District. All insurance coverage provided by DMBGC shall be primary and non-contributory as to the Park District. Any insurance or self-insurance maintained by the Park District shall be in excess of DMBGC insurance and shall not contribute with it. Upon expiration of the initial seven (7) year term, the Park District may require an increase in the amount of such coverages for any further terms. The Park District, its commissioners, officers, employees, agents, representatives, and volunteers shall be covered as additional insured's under the DMBGC general liability coverage which shall contain no special limitation on the scope of protection afforded to the additional insured's, and shall contain appropriate endorsements or riders necessary to assure coverage. Failure of the Park District to demand such certificate, endorsements, riders, or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency in the evidence that is provided shall not be construed as a waiver of DMBGC's obligation to maintain such insurance. The policy

shall not be cancelled or amended without at least thirty (30) days prior written notice having been given to the Park District. Cancellation of any such coverage without a substitute policy containing the required coverages being put in force, shall be grounds for the Park District to immediately terminate this Agreement with no further rights afforded DMBGC. At its option, Park District may continue such insurance at its cost and obtain reimbursement and repayment thereof from DMBGC. In such event, DMBGC shall pay the amount due within ten (10) days of payment by Park District. The Parties acknowledge that DMBGC may from time to time change insurers; provided that, the Park District shall be provided with a certificate of such insurance as well as such endorsements or riders otherwise conforming to and in compliance with the terms hereof, promptly upon such change. All insurance shall afford coverage on an “occurrence” and not a “claims made” basis.

9. **Indemnification.** DMBGC shall indemnify, defend and hold harmless Park District and its commissioners, officers, employees, agents, representatives, and volunteers from and against any and all liability, loss, costs, causes of actions, demands, attorney’s fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against Park District that arises solely from an act, failure, or omission on the part of DMBGC or any of its directors, officers, employees, agents, representatives, and volunteers in carrying out of the terms of this Agreement.

Park District shall indemnify, defend and hold harmless DMBGC and any of its directors, officers, employees, agents representatives, and volunteers from and against any and all liability, loss, costs, causes of actions, demands, attorney’s fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against DMBGC that arises solely from an act, failure, or omission on the part of Park District, or any of its commissioners, officers, employees, agents, representatives, and volunteers in carrying out the terms of this Agreement.

10. **Expenses.** Each Party will bear its respective expenses (including fees and expenses of legal counsel, financial advisers, design professionals or other representatives or consultants) in connection with the transactions covered by this Agreement, except as otherwise provided for herein.

11. **Applicable Law and Venue.** The provisions of this Agreement and all duties, obligations and rights arising therefrom shall be governed by and construed in accordance with the domestic laws of the State of Illinois, without giving effect to any choice of law or conflict of law provision or rule (whether of the State of Illinois or any other jurisdiction) that could otherwise be construed to cause the application of the laws of any jurisdiction other than the State of Illinois. In the event of any claim or suit regarding this Agreement, Champaign County, Illinois shall be the applicable venue for any such claim(s) or suit

12. **Counterparts.** This Agreement may be executed in any number of counterparts as may be convenient or required for the benefit of the Parties. It shall not be necessary that the signature of, or on behalf of, each Party, or that the signature of all persons required to bind any Party, appear on each counterpart. All counterparts shall collectively constitute a single instrument. It shall not be necessary in making proof of this instrument to produce or account for more than a single counterpart containing the respective signatures of, or on behalf of, each of the Parties hereto. Any signature page to any counterpart may be detached from any such counterpart without impairing the legal effect of the signatures thereon and thereafter attached to another counterpart identical thereto, except having attached to it additional signature pages.

13. **No Third Party Beneficiary.** Except as expressly stated herein, this Agreement shall not create any rights or benefits for or on behalf of parties other than the Park District and DMBGC. Third parties shall not have any right, whether beneficial or otherwise, to rely on any actions, omissions or, other conduct of the Park District or DMBGC whatsoever regarding the terms of this Agreement.

14. **Representations.** Each Party hereto represents and warrants that the execution, delivery and performance of this Agreement has been duly authorized by all necessary action of its respective governing board and this Agreement has been duly executed by such Party in accordance therewith.

15. **Public Statements.** A Party shall not issue any news releases or public statements with respect to this Agreement without the express written consent of the other Party, except to the extent otherwise required by law, in which case the Party proposing to make such a release or statement shall use reasonable efforts to coordinate such release or statement with the other Party.

16. **Notices.** Any notice or other communication required or permitted under this Agreement shall be in writing and shall be (a) personally delivered, or (b) sent by certified or registered United States mail, postage prepaid, return receipt requested, or (c) sent by overnight delivery by a reputable courier to the address of the Party set forth herein or (d) telecopied to the facsimile number of the Party set forth in this Section. Such notice or communication shall be deemed given and received (i) if sent by personal delivery or by overnight courier, when delivered, (ii) if sent by telecopier, when evidence of successful transmission by telecopier has been received by sender or, (iii) in the case of mailed notice, four (4) days following deposit in the United States mail. Notice of change of address shall be provided by written notice in the manner detailed in this Section. Such notice shall be sent as follows:

If to DMBGC:

President, Board of Directors
Don Moyer Boys & Girls Club
600 N. Neil Street - Unit 770
Champaign, IL 61824
Facsimile: (217) 398-3343

and

Chief Executive Officer
Don Moyer Boys & Girls Club
600 N. Neil Street - Unit 770
Champaign, IL 61824
Facsimile: (217) 398-3343

If to Park District:

President, Board of Commissioners
Champaign Park District
706 Kenwood Road
Champaign, IL 61821
Facsimile: (217) 355-8421

and

Executive Director
Champaign Park District
706 Kenwood Road
Champaign, IL 61821
Facsimile: (217) 355-8421

17. **Assignment.** This Agreement shall not be assigned or delegated by either Party to any person, entity, subsidiary, successor, partner, employee, agent or affiliate without the prior written consent of the other Party, which shall not be unreasonably withheld. If the Park District permits assignment of the rights provided for hereunder at any one or more times, such assignment shall not be deemed permission to assign the rights or performance of this Agreement at any other time or times.

18. **Severability.** In the event any one or more of the provisions contained in this Agreement are finally determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such provision(s) shall be deemed severed from this Agreement, and the validity, legality, or enforceability of the remaining provisions of this Agreement or any other application thereof shall not be affected or impaired thereby, and shall remain in effect.

19. **Waiver.** Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement, shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of the right or power at all or any other times.

20. **Force Majeure.** The Parties shall not be liable to each other or any third party for any delay or failure in performing the obligations under this Agreement, or for any loss or damage resulting therefrom, due to causes beyond their control, including without limitation, acts of God, the public enemy, major equipment failures, pandemic, epidemic, inability to obtain materials or services, wars, explosions, accidents, riots, labor disputes, strikes, lockouts, civil commotion or insurrection, fires, quarantine, shelter-in-place order, pestilence, natural catastrophes or disasters (including without limitation, unusually severe weather), economic fluctuations, non-availability of electric power or other necessary energy sources, or legal or government laws, regulations, orders, requirements, or demands. In the event of a delay or failure caused by such circumstances, the date of delivery or performance shall be excused and extended not to exceed the duration of the failure or delay; provided that, the Party affected by such delay is using commercially reasonable efforts to mitigate or eliminate the cause of such delay or its effects. Each Party shall promptly notify the other in writing of any delay or failure in and the effect upon its performance as to time for anticipated resumption of performance of the obligations under this Agreement.

21. **Default.**

A. The occurrence of any one or more of the following events shall constitute a default hereunder by DMBGC:

(i) The failure by DMBGC to make payment of any sums or charges required to be paid hereunder, as and when due, where such failure shall continue for a period of fifteen (15) days after written notice thereof from Park District to DMBGC;

(ii) The failure by DMBGC to observe or perform any of the express or implied covenants or provisions of this Agreement to be observed or performed by DMBGC, other than as specified in (i) above, where such failure shall continue for a period of thirty (30) days after written notice thereof from the Park District to DMBGC; provided that, if the nature of DMBGC's default is such that more than thirty (30) days are reasonably required for its cure, then DMBGC shall not be deemed to be in default if DMBGC shall commence such cure within said thirty (30) day period and thereafter diligently prosecute such cure to completion, but in no event shall such cure period exceed ninety (90) days unless expressly agreed upon in writing by the Parties;

B. In the event of any such default by DMBGC, in addition to any other remedies available to Park District at law or in equity, Park District may give written notice to DMBGC of Park District's election to terminate this Agreement, peaceably re-enter the property with process of law and take possession of the same and all equipment and fixtures therein, and expel or remove DMBGC and all other parties occupying the property. Upon such termination, Park District shall be entitled to recover from DMBGC all damages incurred by reason of such breach, including the cost of recovering the

property, expenses, costs of suit, attorney's fees and other charges for the remainder of the then current Term, all of which shall be immediately due and payable from DMBGC to the Park District;

C. All remedies specifically granted herein to either Party shall be nonexclusive remedies and shall be in addition to any other remedies available to the non-defaulting Party at law or in equity; and

D. If the Park District shall fail to comply with any of its obligations under this Agreement and Park District shall not commence the cure of the failure within thirty (30) days after DMBGC gives notice of the failure, Park District shall be in default under this Agreement. If the Park District is in default under this Agreement, DMBGC may cure the Park District's default at the expense of the Park District and render a statement to the Park District for such reasonable expense payable within thirty (30) days receipt of such bill by the Park District. If the Park District fails to pay the bill within thirty (30) days after DMBGC has given the Park District an additional notice thereof, DMBGC shall be entitled to deduct such reasonable expense from all other charges due or to become due in the future.

22. **Entire Agreement and Amendment.** This Agreement and any exhibits, addenda or amendments to it executed in writing by the Parties constitute(s) the entire agreement between the Park District and DMBGC with respect to the subject matter hereof and supersede(s) any prior agreements between them whether written or oral, and may be changed, modified or amended only by mutual written agreement executed by the Parties.

IN WITNESS WHEREOF, this Agreement has been duly executed by the Parties hereto effective as the day and year first set forth above.

DON MOYER BOYS & GIRLS CLUB

By _____
Its President

By _____
Its Secretary

CHAMPAIGN PARK DISTRICT

By _____
Its Board President

By _____
Its Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 1, 2022

SUBJECT: Discussion: FY23 Strategic Plan – Mission, Vision, Values, Customer & Community Focus and Financial Strength Initiatives

Background

The Park District is nearing the end of its most recent strategic plan at the close of FY22 (April 30, 2022). The Board and staff have completed the input process to create a new three-year strategic plan and staff have developed a draft plan for the Board to review.

Staff recommend the Board review and discuss the strategic plan draft in segments with the intent of reaching consensus for key areas of the strategic plan before the Board revisits and considers approval of the entire new strategic plan in its entirety.

Previously, the Board has reviewed mission, vision and values statements, and two of five key initiatives (customer and community focus and financial strength).

Staff request the Board review and discuss plan priorities three through five (organizational excellence, staff excellence, and quality infrastructure management). Please see exhibit A (edit) & B (clean) for reference.

Prior Board Action

No previous Board action has occurred. The strategic plan draft has been an agenda discussion item for the 12/8/21 and 1/12/22 Regular Board meetings and the 1/24/22 Special Board meeting.

Recommended Action

We are not requesting formal action at this time. However, we are seeking consensus in order to further develop the Strategic Plan to return it to the Board for approval at a future date.

Prepared by:

Jarrold Scheunemann
Director of Administrative Services

Reviewed by:

Joe DeLuce
Executive Director

Exhibit A – Strategic Priority - Organizational Excellence – Edit Version

Organizational Excellence		
To improve internal communication		
<i>Internal communication should be the foundation of the Park District's culture and engagement. Job performance is directly tied to how information is shared and received within the Park District.</i>		
2022-2023	2023-2024	2024-2025
Improve communication of the organization's priorities across the Park District.	Develop a cross-departmental communication team to meet on a regular basis.	Evaluate internal communications and set new goals for the next strategic plan.
To evaluate our current partnerships and develop new partnerships		
<i>Sustainable and equitable partnerships should foster mutually beneficial outcomes for each partner and most importantly, achieve desirable results for residents.</i>		
2022-2023	2023-2024	2024-2025
Evaluate all partnerships to make sure they are win-win.	Explore new partnerships with a variety of organizations that meet the mission of the District.	Create a cross-departmental team to evaluate <u>the success of partnerships</u> and <u>make recommendations over the last two years.</u>
To strive for operational and organizational excellence		
<i>One of the keys for a park district to be excellent is to meet the standards set by the IAPD/IPRA Distinguished Agency Accreditation process and the NRPA CAPRA process.</i>		
2022-2023	2023-2024	2024-2025

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<u>Complete the Illinois Distinguished agency accreditation process.</u>	<u>Develop a plan to complete the national CAPRA accreditation process.</u>	<u>Complete the CAPRA process.</u>
Continue to strive to be innovative and creative		
<i><u>The Park District should focus on building a culture of growth that includes focuses on an environment in which everyone feels safe; is continuously learning; has an opportunity to participate in time-limited, innovative experimentation; and receives continuous feedback.</u></i>		
<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
<u>Develop a training program to foster creativity and innovation for CPD programs, parks, and services.</u>	<u>Create a process to reward staff for being innovative and creative.</u>	<u>Promote and celebrate staff efforts to be more creative and innovative</u>
Further develop a culture that helps employees excel		
<i><u>It has been the policy of the Park Board of Commissioners and the Executive Director to recognize that employees are the Park District's greatest resource and therefore will invest in the employees in ways that help them excel.</u></i>		
<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
<u>Develop training programs that focuses on improving workplace culture.</u>	<u>Create program to implement key takeaways from cultural standards trainings.</u>	<u>Effectively communicate successful outcomes of programs focused on improving culture.</u>
Board and staff working effectively and efficiently		
<i><u>A strong and healthy Board-staff partnership positively contributes to the effectiveness and efficiencies of the Park District.</u></i>		
<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>

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Develop Board specific yearly goals for the Executive Director and Department Heads.

Update technology hardware and software for Board members.

Evaluate how effectively and efficiently the Board and staff are working together.

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Board & Staff Excellence		
To mutually value and support each other		
<i>Parks and recreation are proactive solutions to society's challenges and key components of a thriving community. Each member of the Park District team should be recognized for their valuable role in these outcomes and should receive the necessary support to thrive in their own way. Park District staff who thrive build thriving teams who lead thriving communities.</i>		
2022-2023	2023-2024	2024-2025
Create a team composed of Board members and staff to determine how the workplace culture can be improved and made stronger alongside adherence to Park District values.	Create a process to transfer knowledge among staff and Board members.	Develop annual retreat for staff and Board members to discuss issues, initiatives, and the future of the Park District.
Develop a compensation plan that supports and values all staff.	Provide ongoing educational opportunities for all staff to grow and learn.	Evaluate the last two years of staff growth and support by the Park Board to determine new goals.
To retainLead and develop staff and offer training opportunities		
<i>The Park District currently offers a myriad of training and education opportunities. Staff should work to raise awareness of these opportunities and enhance its internal training program.</i>		
2022-2023	2023-2024	2024-2025
Develop and implement additional year-round training program for new employees.	Develop and implement a Supervisor's Management Training program for all supervisors.	Expand opportunities for staff to achieve certifications and attend conferences, trainings, and seminars related to their specific job functions.
Explore opportunities to expand benefits (non-healthcare) to part-time staff to incentivize part-time positions. <u>(i.e., classes, activities)</u>	Create a cross-departmental team to develop and implement a high-quality onboarding program.	Develop a system to connect all seasonal and part-time employees and volunteers with the mission, vision and expectations of the Park District. <u>Update training for part-time and seasonal staff.</u>

Maximize the use of Paycom for training and onboarding.	Develop ongoing year-round training programs for staff.	Develop a leadership training program for staff.
Attract and retain quality staff		
<i>The job market has significantly fluctuated due to the long-lasting effects of the pandemic and changes in state and federal wage regulations. A responsive program to help staff find advancement and mentorship within the Park District is an essential component for future success.</i>		
2022-2023	2023-2024	2024-2025
Create opportunities for staff to advance within the Park District.	Develop a compensation plan to pay staff a fair wage. Develop a mentorship program for staff to improve.	Develop a compensation plan to pay staff a fair wage. Develop a mentorship program for staff to improve.
To create a nimble and responsive staffing plan		
<i>The job market has significantly fluctuated with the long-lasting effects of the pandemic and changes in state and federal wage regulations and tax payer incentives. A nimble and responsive compensation plan coupled with an assessment of workplace culture should be considered.</i>		
2022-2023	2023-2024	2024-2025
Review and analyze labor allocations to evaluate the best use of CPD resources: staff time and taxpayer dollars.	Create a system to measure organizational and departmental performance.	Develop a process to measure employee satisfaction on an ongoing basis.
Welcoming and inclusive environment		
<i>The Park District should continue its efforts to provide parks, facilities, and programs that become our resident's place to recreate together, embrace their similarities, and celebrate differences.</i>		
2022-2023	2023-2024	2024-2025

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Follow up on DEI committee recommendations.	Celebrate new staff and develop program to make them feel welcome.	Create opportunities to listen to all staff.
Create a responsive staffing plan		
<i><u>The Park District should continue to assess how to ensure the right people are in the right positions with the right tools to succeed.</u></i>		
2022-2023	2023-2024	2024-2025
<u>Review and analyze labor allocations to evaluate the best use of CPD resources; staff time and taxpayer dollars.</u>	<u>Create a system to measure organizational and departmental performance.</u>	<u>Develop a process to measure employee satisfaction on an ongoing basis.</u>

Quality Infrastructure Management		
To m Maintain and develop our maintenance standards		
<i>The Park District should continue to maintain its current parks, open space, trails, facilities, playgrounds, and recreation amenities according to management best practices.</i>		
2022-2023	2023-2024	2024-2025
Maintain parks, facilities and amenities at a high quality standard. Evaluate current standards and update as needed.	Research processes and methods to improve maintenance standards. Evaluate parks, facilities and amenities for improvements.	Develop staff skill sets to complete more projects in-house. Develop a long-range plan for ongoing annual maintenance of facilities, parks and amenities.
Develop a small-scale items capital plan and budget for maintenance projects that do not meet the minimum threshold to be included in the capital improvements plan.	Develop a financial ten-year plan to address maintenance needs.	Focus on maintaining parks, facilities and amenities by developing a plan to complete all FY projects in the same year.
To systematically approach future development Evaluate and develop future projects		
<i>The Park District should invest time and resources in feasibility and planning studies to establish a clear path for the future.</i>		
2022-2023	2023-2024	2024-2025
Finalize the plan for the future of Prairie Farm; begin construction. Create a committee to evaluate partnering on a children's museum.	Evaluate sports fields, lights, turf, usage and make recommendations.	Evaluate adding a recreation center in NW Champaign.

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Evaluate adding an outdoor adventure park (bike pump track, climbing boulders, RC vehicles, etc.). Evaluate outdoor ice skating rink.	Create a committee to evaluate <u>and recommend purchasing land purchases</u> for parks <u>for the Board to review and prioritize options.</u>	Evaluate adding a nature center and environmental programs.
<u>Create a committee to evaluate partnering on a children's museum.</u>	<u>Evaluate outdoor ice skating rink.</u>	<u>Evaluate necessary improvements at Sholem Aquatic Center.</u>
To Incorporate environmental sustainability practices and preservation Be a leader in sustainability		
<i>Park District capital improvements, maintenance, and operational practices should incorporate and encourage sustainable practices in terms of environmental, financial, and operational practices.</i>		
2022-2023	2023-2024	2024-2025
Monitor electricity, natural gas, water, and fuel consumption.	Track waste of recyclable materials and trash.	Investigate converting impervious surfaces to pervious paving materials.
Evaluate Park District recycling programs.	Evaluate solar energy for Park District energy needs.	Evaluate the conversion to electric vehicles/charging stations.
To Leverage technology		
<i>The Park District should use technology to improve services, communication and operations.</i>		
2022-2023	2023-2024	2024-2025
Continue to add cameras throughout the Park District.	Continue to add WIFI throughout the parks and facilities.	Evaluate and implement new technologies to improve services (i.e. social media).

Evaluate and implement new phone system for the Park District.	Evaluate the effectiveness of the Park District APP's communication with residents.	Evaluate ticket software at the Virginia Theatre.
Evaluate various software for success: Paycom <u>MainTrac</u> , RecTrac, Purchasing software, etc.	<u>Evaluate and Update Websites</u> websites (i.e. CPD, CUSR, Virginia Theatre).-	Evaluate the effectiveness of social media channels and investigate any new opportunities.
To improve trail system		
<i>Park District trails and paths continue to be the most requested amenities by residents.</i>		
2022-2023	2023-2024	2024-2025
Update and combine City/Park District Trail Plans (2011 & 2017).	Evaluate the installation of new trails and paths to support recreation needs and increase access and connectivity.	Begin work on improving existing trails and paths (i.e. Roby Trail).
Complete the Greenbelt Bikeway Trail connection. Review original Greenbelt plan from 1961.	Evaluate current trails and paths/develop a plan/budget to improve trails.	Investigate trail road crossings to review and recommend safety measures to protect trail users.

Exhibit B – Strategic Priority - Organizational Excellence – Clean Version

Organizational Excellence		
Evaluate current partnerships and develop new partnerships		
<i>Sustainable and equitable partnerships should foster mutually beneficial outcomes for each partner and most importantly, achieve desirable results for residents.</i>		
2022-2023	2023-2024	2024-2025
Evaluate all partnerships to make sure they are win-win.	Explore new partnerships with a variety of organizations that meet the mission of the Park District.	Create a cross-departmental team to evaluate the success of partnerships over the last two years.
Continue to strive to be innovative and creative		
<i>The Park District should focus on building a culture of growth that includes focuses on an environment in which everyone feels safe; is continuously learning; has an opportunity to participate in time-limited, innovative experimentation; and receives continuous feedback.</i>		
2022-2023	2023-2024	2024-2025
Develop a training program to foster creativity and innovation for CPD programs, parks, and services.	Create a process to reward staff for being innovative and creative.	Promote and celebrate staff efforts to be more creative and innovative
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<i>It has been the policy of the Park Board of Commissioners and the Executive Director to recognize that employees are the Park District's greatest resource and therefore will invest in the employees in ways that help them excel.</i>		
2022-2023	2023-2024	2024-2025
Develop training programs that focuses on improving workplace culture.	Create program to implement key takeaways from cultural standards trainings.	Effectively communicate successful outcomes of programs focused on improving culture.

Exhibit B – Strategic Priority - Organizational Excellence – Clean Version

Board and staff working effectively and efficiently		
<i>A strong and healthy Board-staff partnership positively contributes to the effectiveness and efficiencies of the Park District.</i>		
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Develop Board specific yearly goals for the Executive Director and Department Heads.	Update technology hardware and software for Board members.	Evaluate how effectively and efficiently the Board and staff are working together.

Exhibit B – Strategic Priority - Organizational Excellence – Clean Version

Staff Excellence		
Lead and develop staff and offer training		
<p><i>The Park District currently offers a myriad of training and education opportunities. Staff should work to raise awareness of these opportunities and enhance its internal training program.</i></p>		
2022-2023	2023-2024	2024-2025
Develop and implement additional year-round training program for new employees.	Develop and implement a Supervisor's Management Training program for all supervisors.	Expand opportunities for staff to achieve certifications and attend conferences, trainings, and seminars related to their specific job functions.
Explore opportunities to expand benefits (non-healthcare) to part-time staff to incentivize part-time positions. (i.e., classes, activities)	Create a cross-departmental team to develop and implement a high-quality onboarding program.	Update training for part-time and seasonal staff.
Maximize the use of Paycom for training and onboarding.	Develop ongoing year-round training programs for staff.	Develop a leadership training program for staff.

Exhibit B – Strategic Priority - Organizational Excellence – Clean Version

Attract and retain quality staff		
<i>The job market has significantly fluctuated with the long-lasting effects of the pandemic and changes in state and federal wage regulations. A responsive program to help staff find advancement and mentorship within the Park District is an essential component for future success.</i>		
2022-2023	2023-2024	2024-2025
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<i>The Park District should continue its efforts to provide parks, facilities, and programs that become our resident’s place to recreate together, embrace their similarities, and celebrate differences.</i>		
2022-2023	2023-2024	2024-2025
Follow up on DEI committee recommendations.	Celebrate new staff and develop program to make them feel welcome.	Create opportunities to listen to all staff.
Create a responsive staffing plan		
<i>The Park District should continue to assess how to ensure the right people are in the right positions with the right tools to succeed.</i>		
2022-2023	2022-2023	2022-2023
Review and analyze labor allocations to evaluate the best use of CPD resources: staff time and taxpayer dollars.	Create a system to measure organizational and departmental performance.	Develop a process to measure employee satisfaction on an ongoing basis.

Exhibit B – Strategic Priority - Organizational Excellence – Clean Version

Quality Infrastructure Management		
Maintain and develop our maintenance standards		
<i>The Park District should continue to maintain its current parks, open space, trails, facilities, playgrounds, and recreation amenities according to management best practices.</i>		
2022-2023	2023-2024	2024-2025
Evaluate current standards and update as needed.	Evaluate parks, facilities and amenities for improvements.	Develop a long-range plan for ongoing annual maintenance of facilities, parks and amenities.
Evaluate and develop future projects		
<i>The Park District should invest time and resources in feasibility and planning studies to establish a clear path for the future.</i>		
2022-2023	2023-2024	2024-2025
Finalize the plan for the future of Prairie Farm; begin construction.	Evaluate sports fields, lights, turf, usage and make recommendations.	Evaluate adding a recreation center in NW Champaign.
Evaluate adding an outdoor adventure park (bike pump track, climbing boulders, RC vehicles, etc.).	Create a committee to evaluate and recommend land purchases for parks for the Board to review and prioritize options.	Evaluate adding a nature center and environmental programs.
Create a committee to evaluate partnering on a children's museum.	Evaluate outdoor ice-skating rink.	Evaluate necessary improvements at Sholem Aquatic Center.

Exhibit B – Strategic Priority - Organizational Excellence – Clean Version

Be a leader in sustainability		
<i>Park District capital improvements, maintenance, and operational practices should incorporate and encourage sustainable practices in terms of environmental, financial, and operational practices.</i>		
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Evaluate Park District recycling programs.	Evaluate solar energy for Park District energy needs.	Evaluate the conversion to electric vehicles/charging stations.
Leverage technology		
<i>The Park District should use technology to improve services, communication and operations.</i>		
2022-2023	2023-2024	2024-2025
Continue to add cameras throughout the Park District.	Continue to add WIFI throughout the parks and facilities.	Evaluate and implement new technologies to improve services (i.e. social media).
Evaluate and implement new phone system for the Park District.	Evaluate the effectiveness of the Park District APP’s communication with residents.	Evaluate ticket software at the Virginia Theatre.
Evaluate various software for success: MainTrac, RecTrac, Purchasing software, etc.	Evaluate and update websites (i.e., CPD, CUSR, Virginia Theatre).	Evaluate the effectiveness of social media channels and investigate any new opportunities.