



**CHAMPAIGN
PARK DISTRICT**

**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=djlHUmwvcFpZak9EZzZrU0pBaEtEQT09>

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, March 9, 2022, and sent to joe.deluce@champaignparks.org.

**Wednesday, March 9, 2022
7:00 P.M.**

A. CALL TO ORDER

B. PRESENTATION

1. African American Heritage Trail at Skelton Park – Visit Champaign County – Jayne DeLuce

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

D. COMMUNICATIONS

E. TREASURER'S REPORT

1. Consideration of Acceptance of the Treasurer's Report for the Month of February 2022
(Roll Call Vote)

F. EXECUTIVE DIRECTOR'S REPORT

1. Introduction of Interns
2. General Announcements

G. COMMITTEE AND LIAISON REPORTS

1. Champaign Parks Foundation

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.

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. Minutes of the Regular Board Meeting, February 9, 2022
2. Approval of Minutes of the Special Board Meeting, February 23, 2022
3. Approval of Illinois Park and Recreation Association Environmental Report Card

J. NEW BUSINESS

1. Approval of Disbursements
Staff recommends approval of disbursements for the period beginning February 10, 2022 and ending March 9, 2022. **(Roll Call Vote)**
2. Approval of Permit for Champaign County Humane Society Mutt Strut Event at Mattis Park
Staff recommends the approval of a permit for the Champaign County Humane Society Mutt Strut event at Mattis Park. **(Roll Call Vote)**
3. Approval of FY22-FY23 Garment Bids
Staff recommends accepting bids for garments from the lowest responsible bidder for each item that meets specifications as follows in the amount of \$37,713.87 as follows: Will Enterprise in the amount of \$2,417.91; The Lifeguard Store in the amount of \$5,200.00; Sunburst Sportswear in the amount of \$26,346.15; and Leadaz Athletic Footwear in the amount of \$3,749.75. **(Roll Call Vote)**
4. Approval of Bids for Mowing Services
Staff recommends the Park Board authorize the Executive Director to enter into contracts with the low bidders (D&R Lawn Care in the amount of \$2,075 per month for groups 1 & 4, C&C Custom Services in the amount of \$1,785 per month for groups 2, 5 & 7, Bill's Lawn Care in the amount of \$950 per month for group 3, Dun Right in the amount of \$1,800 per month for group 6, Scotty's Turf in the amount of \$1,025 per month for groups 8 & 9) for mowing services for a period beginning April 4, 2022 through November 2023. It is also requested that in the event of a contractor forfeiting their contract prior to its completion, the Park Board authorize the Executive Director to proceed to the next, lowest responsive bidder and enter into a contractual arrangement for the remainder of the original contract. Staff also recommends the Park Board authorize the Executive Director to extend Scotty's Turf contract for two (2) years in the amount of \$1,000 per month for Douglas, Wesley and MLK Trail.
(Roll Call Vote)
5. Approval of Bid for the North Champaign Trail Extension
Staff recommends awarding the construction contract to Duce Construction Company in the amount of \$29,725.00 and to authorize the Executive Director to enter into the contract. **(Roll Call Vote)**
6. Approval of Bid for Leonhard Recreation Center Access Drive
Staff recommends that the Board of Commissioners reject all bids due to exceeding budget and some bidders not meeting all bid specifications. **(Roll Call Vote)**

7. Approval of Change Order No 4 for Virginia Theatre HVAC Project

Staff recommends approval of a resolution authorizing change order #4, with Reliable Plumbing and Heating, for the additional steel work, in the amount of \$54,432. **(Roll Call Vote)**

8. Approval of New Phone System

Staff recommends that the Park District approve an agreement with DNDC to purchase and install the Crexendo system and to authorized the Executive Director execute the contract after review and approval by the Park District's legal counsel. **(Roll Call Vote)**

K. DISCUSSION ITEMS

1. Town Center Park Matter

L. COMMENTS FROM COMMISSIONERS

M. EXECUTIVE SESSION

The Board will convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Par. 120/2 (c)(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired, (c)(6) The setting of a price for sale or lease of property owned by the public body, and (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. **(Roll Call Vote)**

N. RETURN TO REGULAR MEETING

O. EXECUTIVE SESSION ACTION ITEM

1. Action if any on Matters Addressed in Executive Session

P. ADJOURN

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

February 9, 2022

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, February 9, 2022 at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to Vice President Hays' 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. Vice President Hays presided over the meeting. The five 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/89438812005?pwd=bIVFTkVyKzVOcHk4bkhOS3hFK3N3dz09> 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 Vice President Hays 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, February 9, 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: Commissioner Timothy P. McMahon, Joseph DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services.

Present electronically: Vice President Craig W. Hays, Commissioners Jane L. Solon, and Barbara J. Kuhl; Treasurer Brenda Timmons, and Attorney Guy C. Hall.

Absent with prior notice duly given and approved, President Kevin J. Miller.

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

Staff present electronically: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Steven Bentz, Director of the Virginia Theatre, and Bret Johnson, Assistant Director of Operations.

Merle Ingersoll from MSA Professional Services, Jean Flood of the League of Women Voters, and Dr. Nameka Bates from the Don Moyer Boys and Girls Club Board of Directors also electronically attended.

Call to Order

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

Presentation

Mr. Ingersoll presented design drawings to highlight the specifications for the potential renovation of the tennis complex at Spalding Park including expansion of the number of courts to six (6). He reviewed his recommendations for the Board to consider, such as court color schemes, drainage, windscreens, gates, light poles, candela requirements, water service, netting, poles, and fencing.

Mr. DeLuce asked about court lighting methods. Mr. Ingersoll responded with recommendations to control the court lights by timer and push button. He noted that the lighting system will be segmented in three (3) court blocks to conserve energy according to evening use patterns.

Discussion and clarifications ensued regarding the bid alternates, the location of the shade structures, the angle of sunlight impacting the seating areas, and windscreen location.

Mr. Ingersoll also reported about the cost estimates and alternates.

Commissioner Kuhl requested more information about the contingency percentage and the increase in total project when compared to the previous estimate. Mr. Ingersoll explained that the volatile materials market, unknown lead time concerns, drainage concerns, and a request to move the electrical panel impacted the cost estimate.

Discussion ensued about the number of seating areas and if the total could be reduced.

Comments from the Public

None.

Communications

Communications were distributed to the Board members.

Treasurer's Report

Treasurer Timmons presented the Treasurer's Report noting revenue and expenses for the month of January 2022. She stated the Park District's finances had been reviewed and were found to be in appropriate order.

Treasurer Timmons noted that staff continues a search to fill an accountant position and is investigating soliciting help from contractors to fill the gap.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of January 2022. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner McMahon – yes; and Commissioner Solon – yes. The motion passed 4-0.

Executive Director's Report

General Announcements

Mr. DeLuce reported that eight (8) staff had attended the IPRA/IAPD Soaring to New Heights state parks and recreation conference. The Marketing Department won first place and third place awards in the Agency Showcase marketing competition at the conference.

Mr. DeLuce invited the Board to attend IAPD's Legislative Breakfast on February 14, 2022 and Legislative Conference in Springfield on March 8 & 9, 2022.

Committee and Liaison Reports

Champaign Parks Foundation

None.

Report of Officers

Attorney's Report

Attorney Hall reported that he had been working on a number of matters for the Park District. He stated he will follow up next week with IDNR regarding the grant matter for the HK Park project.

President's Report

Vice President Hays wishes President Miller all the best for his wedding and marriage.

Consent Agenda

Vice President Hays stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion and if discussion is desired, that item shall be removed and discussed separately.

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

Commissioner McMahon made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Vice President Hays – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; and Commissioner Solon – yes. The motion passed 4-0.

New Business

1. Approval of Disbursements

Staff recommended approval of disbursements for the period beginning January 13, 2022 and ending February 9, 2022.

Commissioner McMahon made a motion to approve the list of disbursements for the period beginning January 13, 2022 and ending February 9, 2022. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; and Commissioner McMahon – yes. The motion passed 4-0.

2. Approval of a Resolution and Authorization to file the Abatement Certificate for Series 2013A Bond

Ms. Wallace reported that staff recommend that the Board approve a resolution and authorize staff to file the Abatement Certificate for Series 2013A Bond totaling \$533,625.

Commissioner Kuhl made a motion to approve a resolution and to authorize staff to file the Abatement Certificate for Series 2013A Bond. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; and Vice President Hays - yes. The motion passed 4-0.

3. Approval of Bids for Dog Park Shade Structures and ADA Pathway Installation

Mr. Johnson presented the report. He stated that the dog park project will add concrete pathways and two shade structures; one shade structure for the small dog area and one for the large dog area. The pathway will extend from the parking lot to the existing drinking fountains and new shade structures. A&A Concrete is the lowest responsible bidder at \$24,928.00.

Attorney Hall noted that the installation of the pathway and shade structures are subject to approval from the Urbana-Champaign Sanitary District per the Park District's lease of the property.

Mr. DeLuce responded that staff had been in contact with Rick Manner, the executive director of the Sanitary District and that Mr. Manner and the Sanitary District's Board had responded in favor of the project and will officially vote on the project at its March 1, 2022 Board meeting.

Commissioner Kuhl made a motion to approve awarding bid to the lowest bidder that meets all required specifications, A & A Concrete, at the bid amount of \$24,928.14, and authorizes the Executive Director to enter into an agreement for this work based upon final approval from Urbana-Champaign Sanitary District. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; and Commissioner McMahon. The motion passed 4-0.

4. Approval of Bid for HVAC Upgrade at the Douglass Community Center

Mr. Johnson reported that the HVAC system requires an upgrade at the Douglass Community Center. The upgrade will replace the air handler and the remaining pneumatic controls.

Questions were asked and answered regarding the budget, new controls, and remote monitoring capabilities.

Commissioner Solon made a motion to approve the lowest bid that meets all required specifications, Reliable Plumbing and Heating Company, Champaign, IL, at the bid amount of \$52,630, and authorizes the Executive Director to enter into a contractual agreement for this work. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Vice President Hays – yes; Commissioner Kuhl – yes; Commissioner McMahon - yes; and Commissioner Solon - yes. The motion passed 4-0.

5. Approval of Agreement with Human Kinetics, Inc. for Staff Membership at the Martens Center

Mr. DeLuce presented the report. He noted the Rainer and Julie Martens donated \$4.4 million dollars toward the construction of the Martens Center and requested that Human Kinetics staff have access to the Martens Center as part of the agreement. Human Kinetics recently donated an additional \$25,000 toward the purchase of fitness equipment and agree help maintain the fitness equipment as funds are available and also agreed to fund memberships for up to ten (10) families in the nearby Shadowwood neighborhood. This agreement will provide free individual members for Human Kinetics employees at its Champaign location (currently 130 staff) for a five (5) year term.

Commissioner Kuhl requested more information regarding estimated membership fees. Mr. DeLuce responded that staff anticipated \$60 individual and \$120 family annual membership fees for the first year.

Commissioner McMahon requested the Leonhard Recreation Center membership numbers for comparative purposes. Mr. Gleason responded that there were 2,100 total memberships prior to the pandemic and he estimated current membership at 1,400 members.

Commissioner Solon requested clarification about the length of the agreement. Mr. DeLuce responded that agreement included a five (5) term and would be evaluated for renewal at that time.

Commissioner Kuhl made a motion to approve the agreement with Human Kinetics and authorize the Executive Director to execute the agreement. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl– yes; Commissioner Solon – yes; Vice President Hays – yes; and Commissioner McMahan - yes. The motion passed 4-0.

Discussion Items

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

Mr. Olson presented the report. He highlighted recommendations for potential capital projects for FY23 including drainage and bandshell updates at West Side Park, a drainage project for the maintenance building, an ADA project at Robeson Meadows West Park, electrical supply upgrades at the Porter Park parking lot, updates to the Douglass Park basketball courts, east lobby renovation work at the Virginia Theatre, crosswalk updates at Dodds Park, node development at Carle at the Fields trail, and a variety of equipment needs.

Mr. Olson stated that staff would seek the Board's approval of the FYE23 Capital Budget and the 2023-2032 Capital Improvement Plan at an upcoming Board meeting.

2. Agreement with Don Moyer Boys and Girls Club for the Martens Center

Mr. DeLuce reported that staff members and Attorney Hall been working with the Don Moyer Boys and Girls Club (DMBGC) to prepare an agreement for the DMBGC's use of the Martens Center for after school and summer day camp programs.

Discussion ensued regarding the agreement's terms including expected monthly fees and expenses, DMBGC's prorated share of ongoing maintenance and utilities expenses, the duration of the agreement, renewal terms, DMBGC's expected use patterns, DMBGC's furniture procurement, the ages of DMBGC program participants, and clarifications regarding concessions.

Mr. DeLuce stated that staff members would work with Attorney Hall and the DMBGC to clarify the agreements terms to include a monthly fee of \$3,000 with an annual review for price adjustments together with DMBGC's prorated share of maintenance, utilities, expenses, an agreement duration of seven (7) years with an option to renew after evaluation, and related removal of language regarding concessions.

3. 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 three remaining strategic priorities: organizational excellence, Board and staff excellence, and quality infrastructure management.

Discussion ensued related to the goals and objectives for each strategic priority. Mr. Scheunemann concluded the discussion by stating he would send an updated copy for the Board to review and revise as needed.

Mr. Scheunemann noted that the mission, vision, and entire FY23-FY25 Strategic Plan would be presented to the Board for approval at a future meeting.

Comments from Commissioners

Commissioner Kuhl thanked Ms. Wallace for providing the Martens Center financial reports and requested clarification about the total project cost after including recent change order expenses. Mr. DeLuce responded that staff would review the financial data and provide an answer in the near future.

Vice President Hays expressed additional positive sentiments and well wishes for President Miller's recent marriage.

Adjourn

There being no further business to come before the Board, Commissioner McMahon 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; Commissioner Solon – yes; Vice President Hays – yes; and Commissioner McMahon - yes. The motion passed 4-0 and the meeting was adjourned at 8:42 p.m.

Approved:

Craig W. Hays, President

Jarrod Scheunemann, Secretary

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

February 23, 2022

The Champaign Park District Board of Commissioners held a Special Meeting on Wednesday, February 23, 2022 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 eleven 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/89438812005?pwd=b1VFTkVyKzVOcHk4bkhOS3hFK3N3dz09> 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, February 23, 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, Vice President Craig W. Hays, Commissioners Barbara J. Kuhl and Jane L. Solon, Brenda Timmons, Treasurer, Joseph DeLuce, Executive Director, and Jarrod Scheunemann, Assistant to the Executive Director / Secretary.

Present electronically: Commissioner Timothy P. McMahon and Attorney Guy C. Hall.

Staff present in-person: Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, Heather Miller, Director of Human Resources, and Jimmy Gleason, Director of Revenue Facilities.

Staff present electronically: Jameel Jones, Director of Recreation, Steven Bentz, Director of the Virginia Theatre, and Bret Johnson, Assistant Director of Operations.

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 Agreement with British Soccer, a division of Challenger Sports Corporation

Mr. Gleason reported that staff recommends approval of a three-year soccer camp agreement with Challenger Sports Corporation. Mr. Gleason noted that Challenger Sports Corporation is willing to retain respective rates for soccer balls, jerseys, and equipment for the three-year term.

Discussion and clarification ensued about the new format for the current agreement when compared to the previous agreement and proof of coaches' certification.

Vice President Hays made a motion to approve a three-year soccer camp agreement with Challenger Sports Corporation. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; Commissioner Solon; and President Miller – yes. The motion passed 5-0.

2. Approval of FY23-FY25 Mission, Vision, and Strategic Plan

Mr. Scheunemann presented the report. He stated that staff recommends approval of the Champaign Park District's mission, vision, and FY23-25 Strategic Plan.

The Commissioners requested grammatical and verb tense revisions, updates and additions to terminology, and clarification about the number of recreation centers and the reinstatement of a trails objective.

Commissioner Kuhl made a motion to approve the Champaign Park District's Mission, Vision, and FY23-FY25 Strategic Plan as amended with suggested grammatical updates. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; Commissioner McMahon; and President Miller – yes. The motion passed 5-0.

Commissioner Kuhl applauded staff members for their efforts to develop the FY23-FY25 Strategic Plan.

3. Approval of the Park District FY23 Facility Fee Schedule

Mr. DeLuce reported that several areas of the facility fee schedule had been addressed pursuant to previous Board discussion. He noted that non-profit, large group or wedding events, Dodds Tennis Center, Sholem Aquatic Center and Leonhard Recreation Center fees had been adjusted. Mr. DeLuce also highlighted the grand opening fees for the Martens Center.

Discussion and clarifications ensued regarding flower island fees and inflation of flower island maintenance costs.

Commissioner Kuhl requested the total number of cancelled flower island sponsorships during the previous year. Vice President Hays requested the total number of flower beds. Mr. Olson responded that five (5) to six (6) sponsors had canceled in the last fiscal year, four (4) new sponsors had applied, and one hundred and fifty-six (156) total businesses had applied to sponsor flower islands during the previous year.

Commissioner Kuhl requested more information on the Park District's flower island fee philosophy. Mr. DeLuce responded that the goal is 70% cost recovery. Commissioner Kuhl noted that the two approved bids for flowers totaled \$88,876 and had been reduced from 1,510 flats to 704 flats.

President Miller requested total expected increase in revenue due to recommended fee adjustments. Mr. DeLuce responded that staff expected total revenue to increase by \$40,000 to \$50,000 in FY23.

Discussion and clarifications ensued regarding showmobile use, aquatic center rentals and fees, and discounted aquatic center entry fees for active/retired veterans.

The Commissioners agreed to adjust large rental and wedding permits to \$2.00 per person and the flower island fees to \$15.50 per square foot.

Vice President Hays made a motion to approve Facility Fee Schedule for May 1, 2022 through April 30, 2023 as amended to adjust large rental and wedding permits to \$2.00 per person and the flower island fees to \$15.50 per square foot. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; Vice President Hays – yes; President Miller – yes; and Commissioner Kuhl - yes. The motion passed 5-0.

4. Approval of the FYE23 Capital Budget and the 2023-2032 Capital Improvement Plan

Mr. Olson stated that staff recommends approval of the FYE23 Capital Budget and 2023-2032 Capital Improvement Plan.

Discussion and clarifications ensued about vehicle line items in the capital budget.

Commissioner Kuhl made a motion to approve the FYE23 Capital Budget and 2023-2032 Capital Improvement Plan. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Vice President Hays – yes; Commissioner McMahon – yes; President Miller – yes; Commissioner Kuhl – yes; and Commissioner Solon - yes. The motion passed 5-0.

5. Approval to Apply for Illinois Distinguished Agency Re-Accreditation

Mr. Scheunemann reported that the Park District is currently accredited by the Illinois Association of Park Districts and Illinois Park and Recreation Association Distinguished Agency Accreditation program. The Park District received accreditation in 2000 and has been re-accredited every five years since that time. Mr. Scheunemann noted that applications to participate in the 2023 re-accreditation process requires a \$600 fee and are due by April 1, 2022.

Discussion ensued regarding the purpose for accreditation and future presentation of manuals and ordinances for Board discussion and approval.

Vice President Hays made a motion to approve the submission of the Park District’s Illinois Distinguished Re-Accreditation application. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; and President Miller - yes. The motion passed 5-0.

Comments from Commissioners

Commissioner Solon asked about preparations for the Governor’s lifting of the mask mandate on February 28, 2022. Mr. DeLuce responded that masks would be recommended, but optional in all Park District facilities and programs with the exception of DCFS regulated preschool and afterschool programs.

Mr. DeLuce added that the promoters for Hasan Minhaj, an upcoming rental at the Virginia Theatre had requested the Park District allow their staff to require masks at his two, sold-out March, 2022 performances. Discussion ensued.

The Commissioners came to consensus that would allow renters to require masking at Virginia Theatre performances without requiring Park District staff or volunteers to enforce the renter’s mask requirement; and that the public be clearly informed that the renter is requiring and enforcing masking.

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 Kuhl. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Vice President Hays – yes; President Miller – yes; Commissioner Kuhl – yes; and Commissioner Solon - yes. The motion passed 5-0 and the meeting was adjourned at 6:10 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 3, 2022

SUBJECT: Approval of the IPRA Environmental Report Card

Background

The Champaign Park District participates in the Illinois Distinguished Agency program sponsored by the Illinois Association of Park Districts (IAPD) and the Illinois Park and Recreation Association (IPRA). Our District has maintained distinguished status since 1999; as we go through the 2024-2029 accreditation process, Park Commissioners are asked to review and approve the (staff self-evaluated) *IPRA Environmental Report Card* which was introduced in 2006 and has been a part of each accreditation since. Accreditation Standard 3.5.7.a states "Evidence of Board review of completed and/or updated *IPRA Environmental Report Card* for the agency every three years." The latest self-evaluation is attached; the accreditation standard simply asks that the Board reviews and approves the current self-evaluation.

Prior Board Action

While the Board has reviewed, discussed, and approved a number of policies and procedures regarding this round of Distinguished Agency Accreditation, no prior action has been made specifically addressing the *IPRA Environmental Report Card*.

Budget Impact

None.

Recommended Action

Upon Board review, staff recommends formal approval of the attached *IPRA Environmental Report Card*.

Prepared by:

Andrew Weiss
Director of Planning

Reviewed by:

Jarrold Scheunemann
Director of Administrative Services



Introduction to IPRA's Environmental Report Card



Thank you for taking an interest in the Illinois Park and Recreation Association's (IPRA) Environmental Report Card. The Report Card was created by the Environmental Committee to help park agencies across Illinois assess their environmental impact and stewardship.

As park agencies, we often are the first responders of sustainability, managing green space and natural areas within our communities. Managing these resources and greening our operations is important to ensure we are good stewards of the environment. This Report Card can help!

Use the Report Card to work within your organization and assess the sustainability of your operations and policies—i.e., how 'green' are you? Find out what you are doing, what you are not doing, and most importantly what you can do in the future. There may be multiple departments within your organization that will need to give input. Ideally, one staff person should coordinate filling in the Report Card with other staff assisting. Separate the Report Card into its seven sections, and give each section to the appropriate staff that supervise the area(s) that relate to their section.

Get input from your organization's leadership team or board members, and explain the benefits of collecting this data using the Report Card. You can't manage what you can't measure, and this Report Card will help you assess your environmental impact. It will help you quantify environmental initiatives or green practices that may be important when applying for grant funding. And it can help identify areas for further assessment that impact your organization's budget such as energy efficiency improvements.

Completion of the Environmental Report Card is one of the requirements an agency needs to meet when applying for IPRA's Distinguished Park and Recreation Accreditation. The Environmental Committee's recommendation to agencies that have utilized the first Report Card (developed in 2006) is to continue using it when it comes time to reevaluate your management and operations. This way you are comparing apples to apples in assessing your improvement. If your agency wants to use Report Card II, utilize it as a secondary evaluative tool instead. Because it is more detailed and digs deeper into your sustainability practices, it is useful but does not compare well to the first Report Card. The second Report Card's purpose is similar to Report Card I in that it is meant for agencies to use who have not assessed themselves yet.

Once you have completed the Report Card, you have taken a great step to benchmark your agency for future progress. Know that you are not alone! The IPRA Environmental Committee meets monthly and is comprised of dedicated green-minded professionals from a variety of park agencies. Let us know how we can help or how you want to get involved.

The Environmental Committee can be reached through the IPRA website: <http://www.ilipra.org>

Good luck!

Report Card History

There are now three versions of the Report Card. The first Report Card was developed in 2006 in response to IPRA members asking whether there was a tool available so agencies could evaluate their management and operations in relation to environmental protection. Report Card I provides a general scoring and grading system out of a total of 100 possible points to help agencies better assess their strengths and weaknesses.

The second and third Report Cards, developed in 2011 and 2016, are updated versions as new tools and information developed in sustainability efforts. There are more possibilities to consider when answering the questions in each successive revision. As a result, versions II and III provide a more nuanced picture of an agency's sustainability efforts. Because the total possible points are more than 100, the scoring system changed to percentages rather than points. The grading system to assess your agency is still the same.

Environmental Report Card III
For Park & Recreation Agencies
Revised January 19, 2017

INSTRUCTIONS: This is a self-evaluative tool. Please look over each category and determine who within the agency would best be able to answer the questions related to that category. Some questions are repeated in different sections. All questions require a simple "YES" or "NO" response. All "YES" responses receive 1 point, unless indicated at the end of the question. A "NO" response receives no points on that question. A "N/A" response receives no points on that question and does not affect your total points because the question does not pertain to your agency or its practices (i.e. Special Recreation Associations filling out the evaluative report card). Tally up total points earned against total points possible for each section with out the "N/A" questions.

GENERAL		YES	NO	N/A	POINTS
1.	Does your agency have an environmental policy/plan or guidelines that help it become more environmentally responsible? (2 points)	<input checked="" type="checkbox"/>			2
	a. Is this policy/plan or set of guidelines/initiatives approved by the board? If you answer YES to item 1a, proceed to questions 2, 3 and 5. If you answer NO, proceed to questions 4 and 5.	<input checked="" type="checkbox"/>			1
2.	Do full time and/or part time staff members receive an orientation and/or training in regard to your agency's environmental policy/plan?		<input checked="" type="checkbox"/>		0
3.	Has your agency established a staff-led Environmental Committee or 'Green Team' to encourage implementation of environmental efforts by all staff?		<input checked="" type="checkbox"/>		0
	a. Does your Environmental Committee or 'Green Team' review and update board-approved policies/initiatives?		<input checked="" type="checkbox"/>		0
4.	Does your agency have a staff led Environmental Committee or 'Green Team' to encourage implementation of environmental efforts by all staff?			0	
5.	Does your agency make (or has your agency made) use of IPRA's Model Environmental Policy and/or Environmental Toolkit?	<input checked="" type="checkbox"/>		1	
TOTAL POINTS				4	

ADMINISTRATION AND FINANCE		YES	NO	N/A	POINTS
1.	Does your agency dedicate funds in its annual operations budget to support achievement of environmental goals? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Recycling		<input type="checkbox"/>		
	Energy Audits		<input type="checkbox"/>		
	Natural Areas Maintenance/Management		<input type="checkbox"/>		
	Natural Areas Restoration/Re-creation		<input type="checkbox"/>		
	Native Landscaping		<input type="checkbox"/>		
	Storm Water Best Management Practices		<input type="checkbox"/>		
	Environmentally Friendly Purchasing		<input type="checkbox"/>		
	Alternative Fuel and/or Hybrid Vehicles		<input type="checkbox"/>		
	Energy Conservation		<input type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED		5		

ADMINISTRATION AND FINANCE CONTINUED		YES	NO	N/A	POINTS
2.	In the last 5 years, has your agency dedicated capital funding towards environmental initiatives? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Natural Area Restoration/Re-creation		<input checked="" type="checkbox"/>		
	Natural Area Public Access		<input checked="" type="checkbox"/>		
	Nature Program Facilities		<input type="checkbox"/>		
	Energy Conservation (ex: lighting, heating/cooling efficiency upgrades)		<input checked="" type="checkbox"/>		
	Permeable Pavement		<input type="checkbox"/>		
	Rain Gardens		<input checked="" type="checkbox"/>		
	Bio-Swales		<input checked="" type="checkbox"/>		
	Alternative Energy Systems		<input type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
3.	In the past 5 years, has your agency applied for grants to fund environmental goals/initiatives (i.e. recycling, environmental education, natural areas restoration, natural areas acquisition, alternative fuel use, energy conservation, etc.)?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
4.	Does your agency use a set of guidelines (EPA's Environmentally Preferred Products {EPP} program, Green Seal.org or similar) to assist in purchasing decisions of environmentally preferred products and services?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
5.	Does your agency make conscious efforts within all departments or have written criteria to purchase products that include the following. (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>			
	Minimal Packaging		<input checked="" type="checkbox"/>		
	Recycled and Recyclable Content		<input checked="" type="checkbox"/>		
	Renewable Resource Content		<input checked="" type="checkbox"/>		
	Minimum 30% Post Consumer Materials		<input type="checkbox"/>		
	Energy Star Rated Appliances		<input checked="" type="checkbox"/>		
	Low VOC Furnishings, Paints, etc		<input checked="" type="checkbox"/>		
	Low Toxicity Cleaning products		<input checked="" type="checkbox"/>		
	Locally Produced Materials/Products		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			

ADMINISTRATION AND FINANCE CONTINUED		YES	NO	N/A	POINTS
6.	Does your agency seek to identify and purchase from vendors of environmentally friendly products through the US Communities or similar program? (2 points)		<input checked="" type="checkbox"/>		0
		YES	NO	N/A	POINTS
7.	When seeking proposals for professional services, does your agency request environmental references/qualifications as part of the RFP process (i.e. is the firm to be selected 'green,' or if an A/E or LA firm do they have LEED AP's on staff)?		<input checked="" type="checkbox"/>		0
	a. Does your agency ask bidders to provide a Statement of Sustainability to ensure bidders are also incorporating sustainability into their firm's practices, policies and procedures related to waste minimization, energy efficiency, water efficiency, staff and education.		<input checked="" type="checkbox"/>		0
		YES	NO	N/A	POINTS
8.	Are procedures in place to measure the impacts of environmental goals/initiatives? (e.g. cost savings, energy savings, waste reduction)	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
9.	Does your agency collaborate with other agencies/organizations on environmental efforts?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
10.	Does your agency promote public awareness of its sustainability efforts?	<input checked="" type="checkbox"/>			1

TOTAL POINTS

20

FACILITY MANAGEMENT & MAINTENANCE		YES	NO	N/A	POINTS
1.	Does your agency provide opportunities for staff to recycle waste products in office areas, lunchrooms, work areas, etc.?	<input checked="" type="checkbox"/>			1
	a. Are staff encouraged to recycle via policies, training, memoranda and notices?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
2.	Does your agency provide opportunities for patrons to recycle waste products in public areas including lobbies, classrooms, facilities, etc.?	<input checked="" type="checkbox"/>			1
	a. Are patrons encouraged to recycle via education, policies, promotion and signage?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
3.	Are recycling containers paired with waste containers, visibly well marked and easy to locate?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
4.	Are outside concessionaires required to minimize the use of disposable products? (2 points) (e.g. use of bio-compostable utensils, serving items, containers or packaging, reusable utensils or beverage containers)		<input checked="" type="checkbox"/>		0
	a. Are outside concessionaires required to offer recycling for patrons?		<input checked="" type="checkbox"/>		0
		YES	NO	N/A	POINTS
5.	Does your agency encourage the use of electronic communication to conserve paper?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
6.	Is staff encouraged to use duplexing or double-sided copying of documents?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
7.	When contracting printing vendors or purchasing from vendors, does your agency specify:				0
	a. Paper for printing needs that is free of chlorine-bleaching in its manufacturing?		<input checked="" type="checkbox"/>		
	b. Paper that contains 30% or more post consumer recycled content?		<input checked="" type="checkbox"/>		
	c. Other: Please List		<input checked="" type="checkbox"/>		
		YES	NO	N/A	POINTS
8.	Do restrooms and locker rooms have water saving devices (low flow showers and toilets, and motion activated faucets)? Check only one.				1
	a. Are at least 50% of fixtures low flow or motion activated?	<input checked="" type="checkbox"/>			
	b. Are at least 75% of fixtures low flow or motion activated?				
	c. Are 100% of fixtures low flow or motion activated				
		YES	NO	N/A	POINTS
9.	Do restrooms and locker rooms have hand dryers in lieu of paper towels?	<input checked="" type="checkbox"/>			1
	a. Do 100% of your restrooms/locker rooms have hand dryers?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
10.	Does your agency conduct energy audits?	<input checked="" type="checkbox"/>			1
	a. Following audits, does your agency make changes?	<input checked="" type="checkbox"/>			1
	b. After making changes, does your agency record differences in impact?		<input checked="" type="checkbox"/>		0

FACILITY MANAGEMENT & MAINTENANCE CONTINUED		YES	NO	N/A	POINTS
11.	Is energy-efficient lighting used (compact fluorescents, T-8 fluorescents or LEDs)?	<input checked="" type="checkbox"/>			1
	a. Are 100% of new or replacement lighting needs energy-efficient?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
12.	Are lights, fans or other electric devices where appropriate, on motion activated occupancy sensors or timers?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
13.	Are staff instructed to turn off all electronics and unplug charging devices at the end of the day?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
14.	Is energy efficiency included as a specification when purchasing/replacing major appliances (i.e. EPA Energy Star rating)?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
15.	Are hot water heaters and hot water pipes insulated?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
16.	Are on-demand/tankless hot water heaters utilized where appropriate?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
17.	Do facility HVAC systems included energy-saving features such as min./max. settings to reduce use during down time, interior recycling, regular cleaning and efficiency inspections, etc.?	<input checked="" type="checkbox"/>			1
	a. Are particulate filters (with MERV8 rating or better) used in HVAC systems?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
18.	Does your agency promote the use of environmentally-friendly, low toxicity and/or fragrance free cleaning products that meet Green Seal, LEED or other standards? (2 points)	<input checked="" type="checkbox"/>			2
		YES	NO	N/A	POINTS
19.	Does your agency seek to minimize the use of petroleum-based cleaners, solvents and inks?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
20.	To improve and protect indoor air quality does your agency seek to purchase low VOCs (volatile organic compounds) products?	<input checked="" type="checkbox"/>			1
	a. Does your agency seek to purchase carpets that meet Carpet and Rug Institute Green Label or other standards?		<input checked="" type="checkbox"/>		0
		YES	NO	N/A	POINTS
21.	Does your agency consider the use of sustainable, reclaimed and/or local materials when remodeling/renovating facilities?	<input checked="" type="checkbox"/>			1
	a. Are building materials removed during remodeling/renovation reclaimed or recycled?	<input checked="" type="checkbox"/>			1

FACILITY MANAGEMENT & MAINTENANCE CONTINUED		YES	NO	N/A	POINTS
22.	Does your agency properly dispose of/recycle any of the following per Material Safety Data Sheets (MSDS) or manufacturer's labels? (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>			
	Energy Efficient Lighting		<input checked="" type="checkbox"/>		
	Batteries		<input checked="" type="checkbox"/>		
	Electronics		<input checked="" type="checkbox"/>		
	Ink and Toner Cartridges		<input checked="" type="checkbox"/>		
	Paints		<input checked="" type="checkbox"/>		
	Cleaning Products		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	0			
		YES	NO	N/A	POINTS
23.	Does your agency have an integrated pest management program in place to reduce the use of toxic pesticides within facilities? (2 points)		<input checked="" type="checkbox"/>		0
		YES	NO	N/A	POINTS
24.	Does your agency make use of alternative energy systems to provide energy and/or conserve energy, such as passive or active solar systems, wind energy, or geo-thermal energy at any of your facilities? (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>			
	Passive Solar		<input type="checkbox"/>		
	Active Solar		<input type="checkbox"/>		
	Wind Energy		<input type="checkbox"/>		
	Geo-Thermal		<input checked="" type="checkbox"/>		
	Green Roof		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	1			
		YES	NO	N/A	POINTS
25.	Does your agency actively train and/or support staff training in sustainable management practices (green cleaning, energy efficiency, etc)	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
26.	Does your agency purchase energy through a green energy provider?	<input checked="" type="checkbox"/>			1

TOTAL POINTS

30

FLEET MANAGEMENT AND MAINTENANCE		YES	NO	N/A	POINTS
1.	Does your agency perform regular engine tune-ups and scheduled preventative maintenance of motorized vehicles and equipment?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
2.	If you perform regular maintenance, does your agency recycle and/or properly dispose of all vehicle fluids and engine parts?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
3.	Does your agency properly use, store and dispose of hazardous materials according to Material Safety Data Sheets (MSDS) and/or manufacturers labels, as required by law?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
4.	Does your agency have a safety policy and training procedures in place regarding the handling of hazardous waste?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
5.	Does your agency provide the appropriate work environment with appropriate ventilation and safety gear for employees when handling hazardous materials, as required by law?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
6.	Does your agency have a program to conserve fuel and energy with respect to fleet operations (e.g. mileage/fuel efficiency tracking, no idling policy for staff)?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
7.	Does your agency actively fund or apply for grants that promote and provide the means for the use of clean energy (i.e. bio-diesel, liquid propane/LPG, compressed Natural gas/CN, use of electric utility or golf carts, etc.)? (2 points)	<input checked="" type="checkbox"/>			2
		YES	NO	N/A	POINTS
8.	As part of your Equipment Asset Program, what percentage of your total fleet has been replaced with alternative fuel and/or hybrid vehicles? Check only one.				1
	0% - 0 points				
	1-10% - 1 point	<input checked="" type="checkbox"/>			
	11-20% - 2 points				
	21-30% - 3 points				
	30-50% - 4 points				
	>50% - 5 points				
		YES	NO	N/A	POINTS
9.	Does your agency limit the use and refueling of, or not use at all, gas powered equipment and vehicles during ozone action days or when the Air Quality Index exceeds 100 (orange coded days) or higher?		<input checked="" type="checkbox"/>		0

TOTAL POINTS

9

PARKS & NATURAL RESOURCES MANAGEMENT		YES	NO	N/A	POINTS
1.	Does your agency have natural resource management plans in place for District natural areas?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
2.	Does your agency dedicate funds in its annual operations budget for natural resource best management practices? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Restoration of Natural Areas		<input checked="" type="checkbox"/>		
	Re-creation of Natural Areas		<input checked="" type="checkbox"/>		
	Control Exotic Species		<input checked="" type="checkbox"/>		
	Increase Biodiversity/Wildlife Habitat		<input checked="" type="checkbox"/>		
	Storm water Best Management Practices (bio-swales, rain gardens, permeable paving)		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input checked="" type="checkbox"/>		
	Bank Stabilization		<input checked="" type="checkbox"/>		
	Sediment & Erosion Control		<input checked="" type="checkbox"/>		
	Integrated Pest Management Program (to reduce pesticide use w/in parks)		<input checked="" type="checkbox"/>		
	Alternative/Biological Pest Control Practices in lieu of traditional chemical solutions		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
3.	Does your agency actively apply for grants to fund natural resource best management practices? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Restoration of Natural Areas		<input checked="" type="checkbox"/>		
	Re-creation of Natural Areas		<input checked="" type="checkbox"/>		
	Control Exotic Species		<input type="checkbox"/>		
	Increase Biodiversity/Wildlife Habitat		<input type="checkbox"/>		
	Storm water Best Management Practices (bio-swales, rain gardens, permeable paving)		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input checked="" type="checkbox"/>		
	Bank Stabilization		<input checked="" type="checkbox"/>		
	Sediment & Erosion Control		<input checked="" type="checkbox"/>		
	Integrated Pest Management Program (to reduce the use of pesticides w/in parks)		<input type="checkbox"/>		
	Alternative/Biological Pest Control Practices in lieu of traditional chemical solutions		<input type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
4.	Does your agency take precautions or protective measures during and after construction/development to protect soils in existing landscapes?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
5.	Does your agency use low environmental impact snow melt products (i.e. beet juice, calcium magnesium acetate)?		<input checked="" type="checkbox"/>		0
	a. If you answered NO, does your agency modify application rates to limit/reduce the impact on surrounding areas?		<input checked="" type="checkbox"/>		0

PARKS & NATURAL RESOURCES MANAGEMENT CONTINUED		YES	NO	N/A	POINTS
6.	Has your agency phased out the use of coal tar based asphalt sealants and started the use of less toxic eco-friendly alternatives?			<input checked="" type="checkbox"/>	0
		YES	NO	N/A	POINTS
7.	Does your agency try to reduce the use of fertilizers and pesticides in parks by: (1 point for each checked below, with a maximum of 4 points) Check all that apply	<input checked="" type="checkbox"/>			
	Utilization of drought and disease resistant native plant species			<input checked="" type="checkbox"/>	
	Elimination of mowing in some areas			<input checked="" type="checkbox"/>	
	Reduction of the number of applications or using a single-application product			<input type="checkbox"/>	
	Use of Integrated Pest Management (IPM)			<input type="checkbox"/>	
	TOTAL NUMBER CHECKED	2			
		YES	NO	N/A	POINTS
8.	Does your agency provide a no-mow buffer of native vegetation around water bodies to: (1 point for each checked below, with a maximum of 3 points) Check all that apply	<input checked="" type="checkbox"/>			
	Reduce Erosion			<input checked="" type="checkbox"/>	
	Reduce Non-Point Source Pollution			<input checked="" type="checkbox"/>	
	Deter Canada Geese			<input checked="" type="checkbox"/>	
	TOTAL NUMBER CHECKED	3			
		YES	NO	N/A	POINTS
9.	Is landscaping around facilities designed with energy conservation in mind? (1 point for each checked below, with a maximum of 4 points) Check all that apply	<input checked="" type="checkbox"/>			
	Windbreaks/buffers			<input checked="" type="checkbox"/>	
	Shade Trees Along Southern Exposures of Buildings			<input checked="" type="checkbox"/>	
	Shade Trees Around Paved Areas			<input checked="" type="checkbox"/>	
	Drought Tolerant Native Plants			<input checked="" type="checkbox"/>	
	TOTAL NUMBER CHECKED	4			
		YES	NO	N/A	POINTS
10.	Does your agency incorporate native plantings into the landscape at: (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Administrative Offices			<input checked="" type="checkbox"/>	
	Recreational Building Facilities			<input checked="" type="checkbox"/>	
	Aquatic Facilities			<input checked="" type="checkbox"/>	
	Maintenance Facilities			<input checked="" type="checkbox"/>	
	Active Use Park Landscapes (i.e. sign beds, entry areas, parking lot islands, beds around playgrounds and shelters)			<input checked="" type="checkbox"/>	
	Golf Courses			<input type="checkbox"/>	
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
11.	Does your agency post no idling signage in designated areas for frequently used drop off & pick up areas for program participants?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
12.	Is your agency responsive to private landowner activities that impact your agency's natural resource best management practices? (1 point for each checked below, with a maximum of 3 points) Check all that apply.	<input checked="" type="checkbox"/>			
	Encroachment			<input checked="" type="checkbox"/>	
	Illegal Dumping			<input checked="" type="checkbox"/>	
	Other: Please List			<input type="checkbox"/>	
	TOTAL NUMBER CHECKED	2			

PARKS & NATURAL RESOURCES MANAGEMENT CONTINUED		YES	NO	N/A	POINTS
13.	Does your agency properly dispose of any of the following per Material Safety Data Sheets (MSDS), manufacturer's labels or other authority's regulations? (1 point for each checked, with a maximum of 5 points) Check all that apply.	<input checked="" type="checkbox"/>			
	Fertilizers		<input checked="" type="checkbox"/>		
	Pesticides		<input checked="" type="checkbox"/>		
	Excavated material		<input checked="" type="checkbox"/>		
	Construction material		<input checked="" type="checkbox"/>		
	Other hazardous materials: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED			4	
		YES	NO	N/A	POINTS
14.	Does your agency distribute/have available resources to explain natural resource best management practices?	<input checked="" type="checkbox"/>			1

TOTAL POINTS

34

PLANNING & OPEN SPACE PRESERVATION		YES	NO	N/A	POINTS
1.	Does your agency seek to acquire any of the following types of natural resource areas? (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Remnant Prairies		<input checked="" type="checkbox"/>		
	Wetlands		<input checked="" type="checkbox"/>		
	Rivers, Streams, Tributaries		<input checked="" type="checkbox"/>		
	Ponds/Lakes		<input checked="" type="checkbox"/>		
	Floodplains		<input checked="" type="checkbox"/>		
	Greenways/Corridors		<input checked="" type="checkbox"/>		
	Woodlands		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	0			
		YES	NO	N/A	POINTS
2.	For the above natural resource areas checked, are they identified to be acquired for any of the following reasons? (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Protect/Provide Habitats		<input checked="" type="checkbox"/>		
	Increase Biodiversity		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input checked="" type="checkbox"/>		
	Control Exotic Species		<input checked="" type="checkbox"/>		
	Erosion Control		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
3.	Does your agency include natural resource best management practices when developing plans for park property? (1 point for each checked below, w/ a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Restoration of Natural Areas		<input checked="" type="checkbox"/>		
	Re-creation of Natural Areas		<input checked="" type="checkbox"/>		
	Control Invasive Species		<input checked="" type="checkbox"/>		
	Increase Biodiversity/Wildlife Habitat		<input checked="" type="checkbox"/>		
	Native Landscaping		<input checked="" type="checkbox"/>		
	Storm water Best Management Practices (bio-swales, rain gardens, permeable paving)		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input checked="" type="checkbox"/>		
	Proscribed Burning		<input checked="" type="checkbox"/>		
	Bank Stabilization		<input checked="" type="checkbox"/>		
	Sediment & Erosion Control		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			

PLANNING & OPEN SPACE PRESERVATION CONTINUED		YES	NO	N/A	POINTS
4.	Does your agency actively apply for grants to fund natural resource best management practices and projects? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Restoration of Natural Areas		<input checked="" type="checkbox"/>		
	Re-creation of Natural Areas		<input checked="" type="checkbox"/>		
	Control Invasive Species		<input type="checkbox"/>		
	Increase Biodiversity/Wildlife Habitat		<input checked="" type="checkbox"/>		
	Native Landscaping		<input checked="" type="checkbox"/>		
	Storm water Best Management Practices (bio-swales, rain gardens, permeable paving)		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input checked="" type="checkbox"/>		
	Proscribed Burning		<input type="checkbox"/>		
	Bank Stabilization		<input checked="" type="checkbox"/>		
	Sediment & Erosion Control		<input type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	0			
		YES	NO	N/A	POINTS
5.	Does your agency provide access for the public to recreate in natural/preserved areas by means of (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Boardwalks		<input checked="" type="checkbox"/>		
	Trails		<input checked="" type="checkbox"/>		
	Fishing Piers		<input checked="" type="checkbox"/>		
	Viewing Platforms		<input checked="" type="checkbox"/>		
	Canoe/kayak launches		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
6.	Does your agency increase public awareness of natural/preserved areas with: (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Interpretive Signs		<input checked="" type="checkbox"/>		
	Educational Brochures/Pamphlets		<input checked="" type="checkbox"/>		
	Educational Posters		<input checked="" type="checkbox"/>		
	Agency Program Brochure		<input checked="" type="checkbox"/>		
	Website		<input checked="" type="checkbox"/>		
	Events/Programs		<input checked="" type="checkbox"/>		
	Public Meetings		<input type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			

PLANNING & OPEN SPACE PRESERVATION CONTINUED		YES	NO	N/A	POINTS
7.	Does your agency create/maintain relationships with any of the following to ensure community-supported protection of open spaces: (1 point for each checked below, with a maximum of 4 points) Check all that apply	<input checked="" type="checkbox"/>			
	Other Government Agencies		<input checked="" type="checkbox"/>		
	Not-for-Profit Organizations		<input checked="" type="checkbox"/>		
	Private Landowners		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	3			
		YES	NO	N/A	POINTS
8.	Does your agency partner with organizations and/or local developers in order to provide information on living around natural resource areas or manmade detention/retention sites?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
9.	Does your agency's planning and maintenance departments work together to incorporate natural resource best management practices into traditional park and building facility site plans?	<input checked="" type="checkbox"/>			1

TOTAL POINTS 25

PROGRAMMING		YES	NO	N/A	POINTS
1.	Does your agency own and operate a nature center?		<input checked="" type="checkbox"/>		0
	a. If you answered NO, does your agency provide on-going nature education or nature interpretive programming?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
2.	Does your agency partner to provide nature programming (e.g. Audubon Society, local garden clubs, Master Gardeners, conservation organizations, soil and water conservation districts, extension services, etc.)		<input checked="" type="checkbox"/>		0
		YES	NO	N/A	POINTS
3.	Does your agency provide programs regarding sustainable living (e.g. native or organic gardening, low environmental impact, composting, bee keeping)	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
4.	Does your agency proactively educate residents regarding wildlife issues and ways to avoid conflicts?		<input checked="" type="checkbox"/>		0
		YES	NO	N/A	POINTS
5.	Does your agency inform the community of sustainable landscape options that would help resolve issues? (i.e. algal blooms in ponds and excessive goose droppings on lawns)		<input checked="" type="checkbox"/>		0
		YES	NO	N/A	POINTS
6.	Do staff members consider any of the following "green" criteria when preparing for programs and purchasing program supplies? (1 point for each checked below, with a maximum of 5 points) Check all that apply.	<input checked="" type="checkbox"/>			
	Minimal Packaging				
	Recycled and Recyclable Content		<input checked="" type="checkbox"/>		
	Renewable Resource Content				
	Minimum 30% Post Consumer Materials				
	Low VOC Furnishings, Paints, etc.				
	Low Toxicity Cleaning Products				
	Locally Produced Materials/Products		<input checked="" type="checkbox"/>		
	Other: Please List				
	TOTAL NUMBER CHECKED	0			
		YES	NO	N/A	POINTS
7.	Does your agency clearly communicate its waste reduction and recycling expectations for: (1 point for each checked below, with a maximum of 5 points) Check all that apply		<input checked="" type="checkbox"/>		
	Facility Rentals				
	Special Events				
	Program Participants				
	Contracted Vendors / Program Instructors				
	Other: Please List				
	TOTAL NUMBER CHECKED				

Check this box to clear this page

PROGRAMMING CONTINUED		YES	NO	N/A	POINTS
8.	Does your agency have and/or support a volunteer program to aid in the following? (1 point for each checked below, with a maximum of 3 points) Check all that apply.	<input checked="" type="checkbox"/>			
	Land Stewardship			<input checked="" type="checkbox"/>	
	Environmental Education			<input type="checkbox"/>	
	Other: Please List			<input type="checkbox"/>	
	TOTAL NUMBER CHECKED	1			
		YES	NO	N/A	POINTS
9.	Are program staff provided training and encouragement from supervisors in energy and resource conservation (e.g. thermostat settings, lights, recycling, etc.)?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
10.	Does your agency actively fund and/or apply for grants to support: (1 point for each checked below, with a maximum of 4 points) Check all that apply	<input checked="" type="checkbox"/>			
	Environmental Programs			<input checked="" type="checkbox"/>	
	Interpretive Initiatives (i.e. signage, brochures, displays, etc.)			<input type="checkbox"/>	
	Nature Play Areas			<input checked="" type="checkbox"/>	
	Other: Please List			<input type="checkbox"/>	
	TOTAL NUMBER CHECKED	2			
		YES	NO	N/A	POINTS
11.	Does your agency clearly communicate its energy conservation expectations for: (1 point for each checked below, with a maximum of 5 points) Check all that apply		<input checked="" type="checkbox"/>		
	Facility Rentals				
	Special Events				
	Program Participants / Facility Users				
	Contracted Vendors / Program Instructors				
	Other: Please List				
	TOTAL NUMBER CHECKED				

TOTAL POINTS	6
GRAND TOTAL OF ALL THE SECTIONS COMBINED	128
TOTAL POSSIBLE POINTS	202
PERCENTAGE	63%

GRAND TOTAL POINT REVIEW

There are 202 total possible points. The percentage calculated should exclude all sections you marked not applicable. Divide your points earned by the total point eligible to find your percentage score.

90% - 100% Your agency is an environmental leader in the field and has reason to be proud.

70% - 90% Your agency is doing a very good job, and should keep up the good work. Look at those questions for which you answered NO, and develop strategies to address them.

50% - 70% Your agency is doing a good job, and certainly more than most public agencies. Look at those questions for which you answered NO, and develop a strategy to address those.

30% - 50% Your agency is doing OK, and should be proud of what it has accomplished, but still has much to work on.

30% or less Your agency has no where to go but up in terms of improving its environmental practices.

FINAL QUESTION – Does your agency have a representative on IPRA's Environmental Committee? YES or NO

[Handwritten Signature] DIRECTOR OF PLANNING

3 MAR 2022
Date

Signature

Board review and approval for Distinguished Park and Recreation Accreditation

Date



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 3, 2022

SUBJECT: Approval of Permit for Mutt Strut at Mattis Park

Introduction

The Champaign County Humane Society (CCHS) is asking for approval to host their annual Mutt Strut fundraising event at Mattis Park on Saturday May 7th, 2022 from 4 – 7pm. CCHS has requested a permit to host this event. Its lead sponsor, Triptych, has served alcohol at previous Mutt Strut events. CCHS has requested to have Triptych serve alcohol at their May 7th event as well. Ordinance 618: Regulating the Use of Parks and Property Owned or Controlled by the Champaign Park District states in chapter six (6), section four (4):

Drug or Alcohol Abuse

No person shall upon or in connection with any property of the Park District possess, give away, sell, serve, dispense or drink any alcoholic beverage, or possess, sell, deliver, smoke, inhale, inject, eat, chew, swallow, or otherwise ingest in any manner whatsoever any beer, wine, other alcoholic beverage, narcotic drug, or controlled substance; provided however, that the sale, delivery, possession and consumption of alcoholic beverages to or by any person 21 years of age or older in any specified building or within a specified area owned by the Park District, **as authorized by the Park District from time to time, shall be permitted.** Any person found to be in violation of this section shall be subject to arrest or ejected from the park premises.

Background

Mutt Strut is an annual dog-walk/fundraising event. The Humane Society raises funds by inviting dog owners to register to walk their dog at the Mutt Strut (for a modest fee) and raise money for CCHS by asking their friends and family to sponsor them. They offer various fundraising incentives, including a prestigious prize for the person who raises the most funds. That prize is the honor of having their dog's image on a unique Triptych beer label.

Triptych has been a lead Mutt Strut sponsor for the past several years and CCHS anticipates they will be involved again this year. As part of Triptych's sponsorship package, they attend the event and provide Triptych beer for attendees in a designated location. (Triptych takes responsibility for serving the beer, checking identification and securing the appropriate permits. CCHS staff and volunteers are not involved with the serving of alcohol.) Participants are not permitted to leave the fenced area with alcohol.

The Mutt Strut is an annual event that is typically held at a local park; preferably one with a sidewalk or walking path. Last year the event was held in Savoy. All dogs must be on leash and are checked for Rabies vaccination upon admission. The event area will be somewhat spread out and will include (1) the registration (admission) area; (2) sponsor and vendor booths; (3) activity booths (paw painting; treat-based games; photos; dog-agility); (4) the beer/beverage booth; (5) food trucks, and (6) a mobile stage.

It's important to note that although beer is served (for those who purchase a cup), dogs and fundraising for the CCHS are the central focus of the event! CCHS has exhibited concern and care regarding safety at this event in initial interactions. The event plan indicates it will be well-staffed with experienced CCHS personnel and volunteers to keep an eye out for any issues that might arise due to problem dogs or dog-handlers that aren't following the rules. CCHS has not witnessed rowdy behavior or excessive consumption of beer at previous Mutt Strut events. Beer is kept in a designated area for purchase and consumption.

Event Details

The entire event lasts no longer than 3 hours and is broken up into 3 segments:

(1) Check-in and Activities

People and their dogs check at the registration booth and then visit the vendor booths & activities;

(2) The Mutt Strut

Attendees are welcomed to the event and the winner of the top fundraising prize is announced. The top fundraiser leads the dog-walk around the park;

(3) Contests

As attendees return from the walk, they resume activities until everyone has re-assembled around the stage. Contests include: "Best Trick," "Longest Ears," and "Best Tail-Wagger."

Hours of operation: 4 – 7 pm, but CCHS would require set-up and tear-down time.

Number of participants: CCHS estimates that 100-125 people will attend this event. Volunteers, sponsors, and CCHS staff will add another 20-30 people, some working in shifts. All attendees with dogs are required to sign a waiver stating that they will follow all posted rules pertaining to the event.

Recommended Action

Staff recommends the approval of a permit for the Champaign County Humane Society Mutt Strut event at Mattis Park. This event raised over \$20,000 last year to provide shelter, medical, and adoption services for animals in our community that need assistance.

Prepared by:

Joe Kearfott
Assistant Director of Administrative Services

Jarrod Scheunemann
Director of Administrative Services

Reviewed by:

Joe DeLuce
Executive Director

Exhibit A

From: Sarah Sheppard <Sarah@cuhumane.org>
Sent: Wednesday, March 2, 2022 11:14:31 AM
To: Joe Kearfott <joe.kearfott@champaignparks.org>
Cc: Misty Stocking <misty.stocking@champaignparks.org>
Subject: [External Email]-->CCHS Mutt Strut Event Proposal

Good morning!

Attached you will find the mock-up of what our event might look like if we are given the permission to hold it at Mattis Park. I've included a note at the bottom of the map, but it essentially says that this is just a rough idea of how we envision the event but will follow guidance from the Champaign Park District.

I have also spoken with the property manager of Colony Square (Jake at Colony Property Management), and he has said that it will be fine for us to use the whole parking lot for the event. He would just like us to provide him a copy of our insurance when the time comes.

I don't know that I will be able to attend the board meeting on the 9th, because the CCHS board also has a meeting that night, but I would still appreciate a link to attend the meeting virtually if I'm able to.

Please let me know if you have any questions, and I look forward to the board's decision.

Thanks!

Sarah Sheppard

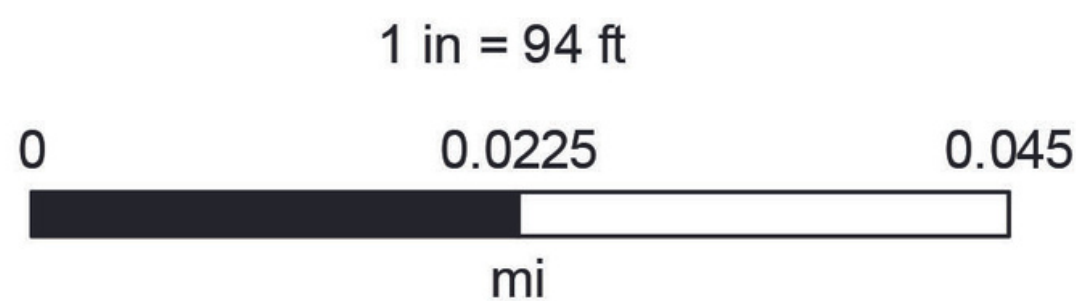
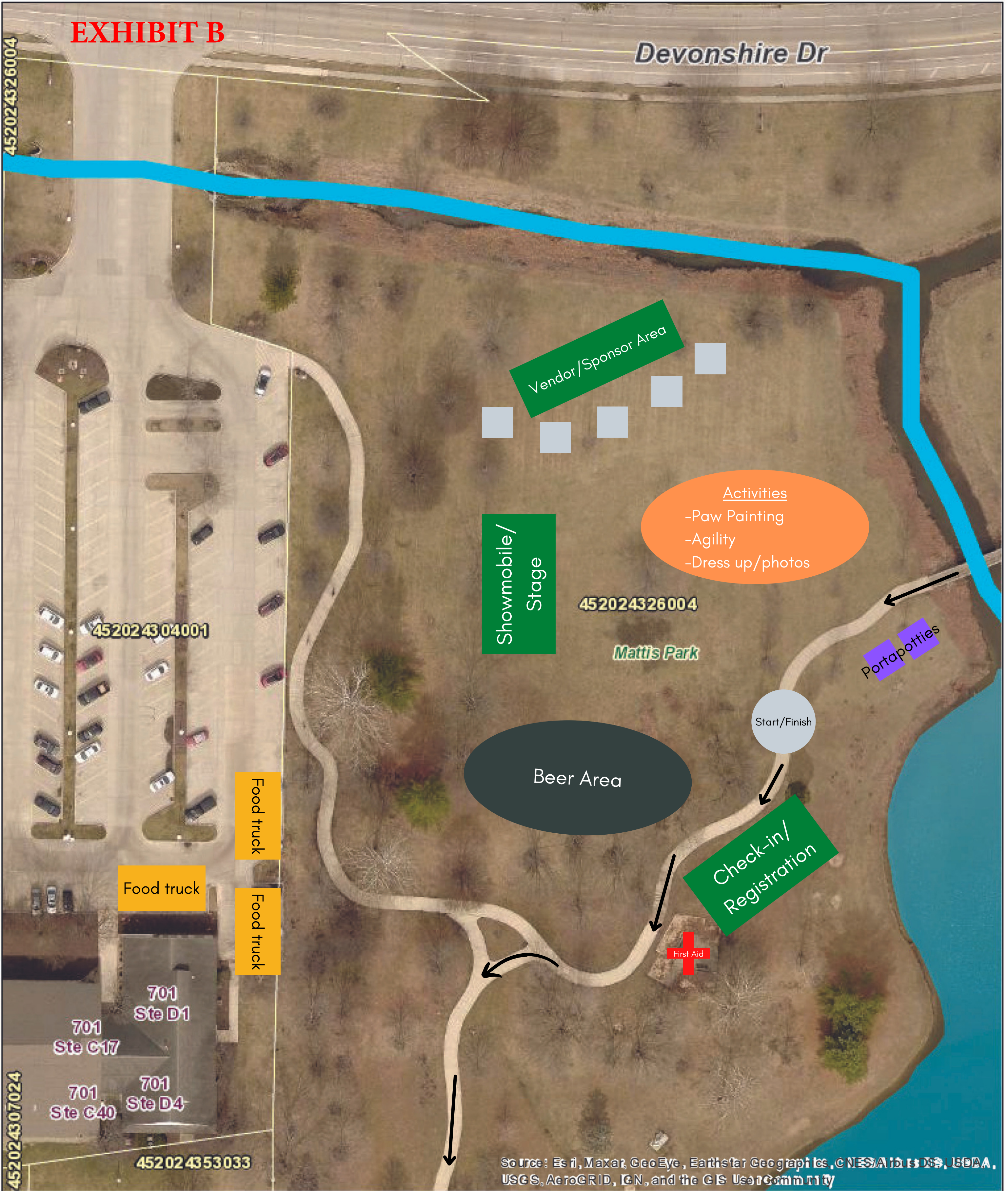
Development Director

Champaign County Humane Society

217-344-7297

www.cuhumane.org

EXHIBIT B



By no means are these final numbers or confirmed locations of activities/areas. We will follow the guidance of the Champaign Park District for planning this event.





REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 9, 2022

SUBJECT: FY22-23 Garment Bids

Background

In order to be fiscally responsible with taxpayer money, staff request bids for the Park District's garment needs each year. Items requested each year in the garment bid include: staff uniforms, staff garments, volunteer shirts, program awards, and participant garments.

Prior Board Action

At the April 8, 2021 Regular Board meeting, the Board approved awarding the FY 21-22 garment bids to various vendors in the amount of \$21,338.91. However, garment requests had been reduced due to COVID-19 related cancellations. Comparatively the board approved the FY20-21 bid in the amount of \$33,557.31. Although these were the final approved amounts; the amount purchased each fiscal year were reduced due to COVID-19 related challenges and cancellations. FYTD staff have purchased \$15,196.84 from the FY21-22 bid and in FY20-21 staff purchased \$1,429.80 from the bid.

Bid Results

The invitation to bid was published in the News-Gazette. Bids were sent to 20 vendors, including 8 in Champaign County. We received six bids, one of which was local. The bids were opened and acknowledged as being received on February 24, 2022. Staff requested bids for 75 items compared to 51 requested items in FY 21-22. The bids were awarded based on the lowest responsible bid per item. The bid totals below represent the cumulative bid amounts for all items in which that bidder was the lowest responsible bid.

Bidder	Bid Total
Sunburst Sportswear, Glendale Heights, IL	\$26,346.15
The Lifeguard Store, Bloomington, IL	\$5,200.00
Leadaz Athletic Footwear, Champaign, IL	\$3,749.75
Will Enterprise, Milwaukee, WI	\$2,417.91
Total:	\$37,713.87

Budget Impact

Appropriate funds are being requested in the FY 22-23 program and facility budgets for garments.

Recommended Action

Staff recommends accepting bids for garments from the lowest responsible bidder for each item that meets specifications in the amount of \$37,713.87. The quantities bid are approximations only and therefore final purchase may differ. The purchase order quantity will cover the actual needs of the District at the time the order is placed and final prices may change, but the companies awarded provided the lowest responsible bid should we chose to order.

Prepared by:

Jimmy Gleason
Director of Revenue Facilities

Reviewed by:

Joe DeLuce
Executive Director

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.

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
1	5/15/2022	CPD All Staff Shirts	T-shirts	ADULT S-XL: 133 2XL: 20 3XL: 4 4XL: 3 TOTAL: 160	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Sapphire	White	Yes	1 - left crest; full back	Gleason, Jimmy	\$ 753.76	\$ 1,102.01	\$ 1,237.50	No bid	No bid	\$ 818.20
2	9/1/2022	CPD All Staff Shirts	T-shirts	ADULT S-XL: 68 2XL: 15 3XL: 6 4XL: 1 TOTAL: 89	Long-Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Sapphire	White	Yes	1- left crest; full-back	Gleason, Jimmy	\$ 689.66	\$ 930.55	\$ 985.50	No bid	No bid	\$ 729.60
3	5/1/2022	Prairie Farm: Staff Shirts	T-shirt	ADULT S-XL: 46 2XL: 4 3XL: 0 4XL: 0 TOTAL: 50	Crew neck, 100% cotton preshrunk, 6 oz. or better	Forest Green	Yellow	Yes	1-left crest; 1-back	Martin, Brandon	\$ 234.40	\$ 412.43	\$ 375.50	No bid	No bid	\$ 254.50
4	5/23/2022	Prairie Farm: Pee Wee Farmers Shirts	T-shirt	TODDLER 2T - 5T: 60 YOUTH S-XL: 10 TOTAL: 70	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Navy Blue	White	Yes	1-full front	Martin, Brandon	\$ 241.50	\$ 439.48	\$ 427.50	No bid	No bid	\$ 388.70
5	5/23/2022	Prairie Farm: Farmhand Shirts	T-shirt	YOUTH S-XL: 50 ADULT S-XL: 10 TOTAL: 60	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Red	White	Yes	1-full front	Martin, Brandon	\$ 229.20	\$ 354.40	\$ 410.00	No bid	No bid	\$ 295.80
6	7/1/2022	Prairie Farm: Barnyard Fun Camp Shirts	T-shirt	YOUTH S-XL: 26 ADULT S-XL: 2 TOTAL: 28	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Orange	White	Yes	1-full front	Martin, Brandon	\$ 110.80	\$ 178.52	\$ 183.50	No bid	No bid	\$ 138.04
7	6/1/2022	Dev Sports: Iddy Biddy Baseball	T-Shirts	YOUTH S-XL: 50 TOTAL: 50	Gildan 8000B-Gildan Dry Blend Youth T-shirt, 5.6oz or better, 50/50 cotton/poly GD120	Yellow/Gold/daisy	Navy Blue	Yes	1 full front; 1 back center crest	Flowers,Cody	\$ 206.00	\$ 425.63	\$ 312.50	No bid	No bid	\$ 246.50
8	6/1/2022	Dev Sports: Mini Dribblers	T-shirts	YOUTH S-XL: 35 TOTAL: 35	Gildan 8000B- Gildan Dry Blend Youth T-Shirt, 5.6oz or better, 50/50 Cotton/Poly---GD120	Grey or Charcoal	Navy or Gold	Yes	1 full front; 1 Back Center Crest	Flowers,Cody	\$ 149.80	\$ 305.44	\$ 218.75	No bid	No bid	\$ 172.55
9	10/1/2022	Dev Sports: Mini Dribblers	T-shirts	YOUTH S-XL: 35 TOTAL: 35	Gildan 8000B- Gildan Dry Blend Youth T-Shirt, 5.6oz, 50/50 Cotton/Poly--GD120	Grey or Charcoal	Navy or Gold	Yes	1 full front; 1 Back Center Crest	Flowers,Cody	\$ 149.80	\$ 305.44	\$ 218.50	No bid	No bid	\$ 190.05

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
10	12/22/2022	Adult Sports: Volleyball Awards (Fall)	T-shirt	ADULT S-XL: 47 2XL: 2 3XL: 1 4XL: 0 TOTAL:50	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Charcoal	White	Yes	Front	Flowers,Cody	\$ 211.15	\$ 336.30	\$ 369.95	No bid	No bid	\$ 255.50
11	12/30/2022	Youth Sports: Youth Hoops	Reversible Basketball Jersey	YOUTH S-XL: 90 ADULT S-XL: 20 2XL: 0 3XL: 0 4XL: 0 TOTAL 110	YBA Reversible Dry-Fit Tank w/Side Panel and Piping; style # 785 (Please no garment substitutions)	Navy/White	Navy blue on White & White on Navy Blue side.	Yes	4 total: 2 x one color logo (each side would have logo on center front); 2 x one large number (each side would have large number on back);	Flowers,Cody	No bid	No bid	\$ 1,955.00	No bid	No bid	No bid
12	3/30/2023	Adult Sports: Volleyball Awards (Winter)	T-shirt	ADULT S-XL: 47 2XL: 2 3XL: 1 4XL: 0 TOTAL:50	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Lime Green	Black	Yes	Front	Flowers,Cody	\$ 211.15	\$ 336.30	\$ 371.00	No bid	No bid	\$ 225.50
13	5/15/2022	Sports/Concessions Staff Hats	Mesh-Back trucker cap	30	80/20 Polyester/Cotton Pre-curved visor, snapback or velcrow closure	Black/White	White	Yes	Embroidered front	Miller,Justice	No bid	No bid	\$ 360.00	No bid	No bid	Improper bid
14	5/15/2022	Sports Staff Shirts	T-shirts	ADULT S-XL: 76 2XL: 3 3XL: 3 4XL:0 TOTAL: 82	Gildan 8000 Dry Blend T-shirt, 5.5oz, 50/50 cotton/poly	Electric Green	White	Yes	1 - left crest; full back	Miller,Justice	\$ 370.64	\$ 663.94	\$ 571.50	No bid	No bid	\$ 436.74
15	8/15/2022	Adult Sports: Softball Awards (Summer)	Jackets	ADULT S-XL: 150 2XL: 16 3XL: 8 4XL: 1 TOTAL: 175	Charles River, quarter zip, 100% nylon, drawstring bottom, mesh lining, corner side pockets	Various colors: Teams will pick from the following colors; Black, Navy, Dark Green, Cardinal Red, Orange, Purple, Yellow	White or Black	Yes	1 - left crest; 1-back	Miller,Justice	\$ 4,760.00	No bid	\$ 8,646.00	No bid	No bid	No bid
16	12/1/2022	Volunteer Coaching Shirts	T-shirts	ADULT S-XL: 86 2XL: 10 3XL: 10 4XL:0 TOTAL: 106	Gildan 8000 Dry Blend T-shirt, 5.5oz, 50/50 cotton/poly	Black	White	Yes	1 - left crest; full back	Miller,Justice	\$ 516.02	\$ 874.38	\$ 719.25	No bid	No bid	\$ 607.42
17	4/15/2023	Youth Sports: Girls Fast-Pitch Softball Uniforms	Softball Jersey	YOUTH S-XL: 40 ADULT S-XL:30 2XL: 0 3XL:0 4XL: 0 TOTAL: 70	YBA - Wild card 2-button Panel Jersey #110 (NO SUB OPTIONS)	Various: Black, White, Forest, Gold, Graphite, Grey, Maroon, Navy, Orange, Royal,Scarlet	White or Black (depending on jersey color)	Yes	1 full front; 1 full back; 8" number on back	Miller,Justice	\$ 865.00	No bid	\$ 2,180.00	No bid	No bid	No bid

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
18	5/10/2022	LRC Daycamp Staff Shirts	T-shirts	ADULT S-XL: 135 2XL: 4 3XL: 2 4XL: 2 TOTAL: 143	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Pistachio	Black	Yes	1 left crest; 1 back	Walter, Shannon						
											\$ 628.08	\$ 1,101.23	\$ 1,062.75	No bid	No bid	\$ 689.51
19	6/6/2022	LRC Daycamp Staff Sweatshirts	Crewneck Sweatshirt	ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 15	Jerzees NuBlend (50/50)	Charcoal or black heathered	White	Yes	1 left crest; 1 back	Walter, Shannon						
											\$ 168.00	\$ 223.26	No bid	No bid	No bid	\$ 160.50
20	9/1/2022	LRC Afterschool/Teen Program: Staff Crew Neck Sweatshirt	Crewneck Sweatshirt	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0 TOTAL: 10	Jerzees NuBlend (50/50)	Forest Green	White	Yes	1 left crest; 1 back	Walter, Shannon						
											\$ 138.20	\$ 157.18	No bid	No bid	No bid	\$ 117.00
21	5/1/2022	Aquatics: LG	Men's Lifeguard Swim Trunks	ADULT S-XL: 66 2XL: 4 3XL: 0 4XL: 0 TOTAL: 70	Kiefer 4-Way Stretch Unisex Lifeguard Deck Short	Red	NA	NA	NA	Fairfield, Brittany						
											No bid	No bid	\$ 1,993.00	\$ 1,688.00	\$ 1,400.00	No bid
22	5/1/2022	Aquatics: LG	Suits	ADULT S-XL: 66 2XL: 4 3XL: 0 4XL: 0 TOTAL: 70	RISE Guard Poly Tri Color Bikini	Red	NA	NA	NA	Fairfield, Brittany						
											No bid	No bid	\$ 2,403.50	\$ 2,598.00	\$ 1,750.00	No bid
23	5/1/2022	Aquatics: LG	1-piece swimsuit	ADULT 28: 2 30: 4 32: 6 34: 10 36: 4 38: 4 TOTAL: 30	RISE Guard H-Back Reversible	Red	N/A	N/A	N/A	Fairfield, Brittany						
											No bid	No bid	\$ 1,047.50	\$ 1,050.00	\$ 780.00	No bid
24	5/1/2022	Aquatics: LG	Men's Shirts	ADULT S-XL: 100 2XL: 0 3XL: 0 4XL: 0 TOTAL: 100	Sport-Tek Adult Posicharge Competitor Tee	White	Red	Yes	1 left chest, 1 back	Fairfield, Brittany						
											\$ 566.00	\$ 911.75	\$ 800.00	No bid	No bid	\$ 839.00
25	5/1/2022	Aquatics: LG	Women's Shirts	ADULT S-XL: 100 2XL: 0 3XL: 0 4XL: 0 TOTAL: 100	Sport-Tek Posicharge Competitor V-Neck Tee	White	Red	Yes	1 left chest, 1 back	Fairfield, Brittany						
											\$ 626.00	\$ 974.25	\$ 800.00	No bid	No bid	\$ 889.00

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
26	5/1/2022	Aquatics: LG	Sweatpants	ADULT S-XL: 70 2XL: 5 3XL: 0 4XL: 0 TOTAL: 75	Port&Company Adult Core Fleece Sweatpant with Pocket	Red	White	Yes	GUARD down left leg	Fairfield, Brittany						
											\$ 825.60	\$ 1,032.81	\$ 1,100.00	No bid	No bid	\$ 1,015.50
27	5/1/2022	Aquatics: LG	Sweatshirts	ADULT S-XL: 80 2XL: 5 3XL: 0 4XL: 0 TOTAL: 85	Port&Company Adult Core Fleece Pullover Hooded Sweatshirt	Red	White	Yes	1 left chest, 1 back	Fairfield, Brittany						
											\$ 1,143.00	\$ 1,468.56	\$ 1,236.25	No bid	No bid	\$ 1,381.95
28	5/1/2022	Aquatics: LG	Visors	80	Port & Company CP45 Fashion Visor	Tan	Red	Yes	Embroidered front	Fairfield, Brittany	No bid	\$ 1,118.00	\$ 820.00	No bid	No bid	Improper bid
29	5/1/2022	Aquatics: LG	Hat	20	Port Authority PWU Garment - Washed Cap	Red	White	Yes	Embroidered front	Fairfield, Brittany	No bid	\$ 310.75	\$ 175.00	No bid	No bid	\$ 191.80
30	5/1/2022	Aquatics: Pool Manager	Women's Polos	ADULT S-XL: 12 2XL: 2 TOTAL: 14	Sport-Tek Ladies Contrast Posicharge Tough Polo	Navy Blue	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany						
											\$ 196.72	\$ 483.53	\$ 374.50	No bid	No bid	\$ 265.22
31	5/1/2022	Aquatics: Pool Manager	Men's Polos	ADULT S-XL: 8 2XL: 2 TOTAL: 10	Sport-Tek Adult Posicharge Tough Polo	Navy Blue	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany						
											\$ 141.20	\$ 360.38	\$ 268.50	No bid	No bid	\$ 190.30
32	5/1/2022	Aquatics: Pool Manager	Sweatshirts	ADULT S-XL: 8 2XL:1 3XL: 1 TOTAL: 10	Port & Company Adult Core Fleece Pullover Hooded Sweatshirt	Navy Blue	White	Yes	1 left chest, 1 back	Fairfield, Brittany						
											\$ 180.52	\$ 215.96	\$ 147.25	No bid	No bid	\$ 176.64
33	5/1/2022	Aquatics: Pool Manager	Women's Swimsuits	ADULT 30: 2 32: 2 34: 4 36: 2 TOTAL: 10	RISE Manager Poly H-Back	Navy Blue	White	N/A	N/A	Fairfield, Brittany	No bid	No bid	\$ 367.00	\$ 350.00	\$ 250.00	No bid
34	5/1/2022	Aquatics: Pool Manager	Women's Swimsuits	ADULT S-XL: 8 2XL:1 3XL: 1 TOTAL: 10	RISE Guard Poly Tri Color Bikini	Navy Blue	White	N/A	N/A	Fairfield, Brittany	No bid	No bid	\$ 346.75	\$ 376.00	\$ 250.00	No bid
35	5/1/2022	Aquatics: Pool Manager	Men's Swimsuits	ADULT S-XL: 8 2XL:1 3XL: 1 TOTAL: 10	Kiefer 4-Way Stretch Unisex Lifeguard Deck Short	Navy Blue	White	N/A	N/A	Fairfield, Brittany	No bid	No bid	\$ 267.25	\$ 246.00	\$ 200.00	No bid
36	5/1/2022	Aquatics: Pool Manager	Sweatpants	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0 TOTAL: 10	Port&Company Adult Core Fleece Sweatpant with Pocket	Navy Blue	White	Yes	MANAGER down left leg	Fairfield, Brittany						
											\$ 140.80	\$ 165.30	\$ 147.50	No bid	No bid	\$ 149.40
37	5/15/2022	Sholem: Swim Team Coach	Hats	10	Port Authority Garment Washed Cap	White	Dark Smoke Grey	Yes	Embroidered front	Fairfield, Brittany	No bid	\$ 177.90	\$ 87.50	No bid	No bid	\$ 96.60
38	5/15/2022	Sholem: Swim Team Coach Shirts	Men's Polos	ADULT S-XL: 5 2XL: 0 3XL:0 4XL: 0	Sport-Tek Adult Dri-Mesh Polo	Dark Smoke Grey	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany						
											\$ 107.90	\$ 197.56	\$ 122.50	No bid	No bid	Improper bid

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
39	5/15/2022	Sholem: Swim Team Coach Shirts	Women's Polos	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0	Sport-Tek Ladies Contrast Posicharge Tough Polo	Dark Smoke Grey	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	\$ 138.80	\$ 357.90	\$ 265.00	No bid	No bid	\$ 187.30
40	5/15/2022	Aquatics: Swim Instructors	Rashguards	ADULT XS-XL: 24 2XL: 4 3XL: 2 TOTAL 30	RISE Instructor Short Sleeve Crew Neck Rashguard	Black	White	N/A	N/A	Fairfield, Brittany	No bid	No bid	\$ 651.00	\$ 766.00	\$ 570.00	Improper bid
41	5/15/2022	Aquatics: Swim Instructors	Hats	20	Sport-Tek Dry Zone Nylon Cap	Yellow	Black	Yes	Embroidered Front	Fairfield, Brittany	No bid	\$ 360.75	\$ 205.00	No bid	No bid	Improper bid
42	5/15/2022	Aquatics: Swim Lesson Managers	Polos	ADULT: S-XL: 4	Sport-Tek Ladies Side Blocked Micropique Sport-Wick Polo	Black/Yellow	Yellow	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	\$ 88.72	\$ 170.60	No bid	No bid	No bid	Improper bid
43	5/15/2022	Aquatics: Customer Service Manager	Men's Polos	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0	Sport-Tek Dri-Mesh Pro Polo	Carolina Blue	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	\$ 195.80	\$ 370.63	No bid	No bid	No bid	Improper bid
44	5/15/2022	Aquatics: Customer Service Manager	Women's Polos	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0	Port Authority Ladies Dry Zone Ottoman Polo	Carolina Blue	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	\$ 216.40	\$ 367.38	\$ 285.00	No bid	No bid	Improper bid
45	5/15/2022	Sholem: Swim Team Participant Shirts	T-shirt	YOUTH S-XL: 100 ADULT S-XL: 100 2XL: 10 3XL: 5 4XL: 0 TOTAL: 215	Gildan 8000B, dry blend, Short Sleeve, 50/50, preshrunk, 5.6 oz. or better	Blue	Black	Yes	2-front; 1-back	Fairfield, Brittany	\$ 938.90	\$ 1,376.36	\$ 1,443.75	No bid	No bid	\$ 1,199.55
46	5/23/2022	SCC Creative Kids Daycamp Staff Shirts	T-shirts	ADULT S-XL: 79 2XL: 0 3XL: 0 4XL: 0 TOTAL: 79	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Mint Green	White	Yes	1 left crest; 1 back	Kahler, Melanie	\$ 339.70	\$ 673.79	No bid	No bid	No bid	\$ 361.03
47	5/23/2022	SCC Creative Kids Daycamp Participant Shirts	T-shirts	YOUTH S-XL: 95 ADULT S-XL: 5 2XL: 0 3XL: 0 4XL: 0 TOTAL: 100	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Aquatic Blue	White	Yes	1 left crest; 1 back	Kahler, Melanie	\$ 399.20	\$ 747.13	No bid	No bid	No bid	\$ 457.00
48	10/1/2022	Cultural Arts: Dance Arts Participant Shirts	T-Shirts	YOUTH S: 15 M: 30 L: 30 XL: 15 ADULT S: 5 M: 5 L: 7 XL: 8 2XL: 5 TOTAL: 120	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Dark Purple	White, Green	Yes	1 front, 1 back	Olden, Michelle	\$ 497.70	\$ 1,057.90	\$ 837.50	No bid	No bid	\$ 558.40

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
49	3/1/2023	Cultural Arts: Dance Performance	T-Shirts	YOUTH S-XL: 130 2XL: 5 ADULT S-XL: 30 2XL: 5 TOTAL: 170	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Black	Three colors	Yes	1 left; 1 right; 1 front 1 back	Olden, Michelle						
											\$ 908.75	\$ 1,648.33	\$ 1,178.75	No bid	No bid	\$ 1,043.40
50	7/18/2022	Youth Theatre: Play Gr. 3-5 (Fall)	T-Shirt	YOUTH S-XL: 40 ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 55	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Alexis Webb						
											No bid	\$ 448.09	No bid	No bid	No bid	\$ 301.15
51	10/10/2022	Youth Theatre: Play Gr. 6-10 (Fall)	T-Shirt	YOUTH S-XL: 40 ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 55	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Alexis Webb						
											No bid	\$ 448.09	No bid	No bid	No bid	\$ 301.15
52	2/20/2023	Youth Theatre: Play Gr. 5-8 (Spring)	T-Shirt	YOUTH S-XL: 40 ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 55	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Alexis Webb						
											No bid	\$ 448.09	No bid	No bid	No bid	\$ 301.15
53	6/1/2022	Douglass Shirts	T-shirt	ADULT S-XL:15 2XL: 3 3XL: 0 4XL: 0 TOTAL: 18	Short sleeve crew neck, Gildan-Ultra Cotton 100% cotton, 6 ounce or better	Orange	White	Yes	1 - left crest; full back	Hicks, Katie						
											\$ 111.78	\$ 194.28	No bid	No bid	No bid	\$ 133.79
54	7/30/2022	CU Days Staff Shirts	T-Shirts	ADULT S-XL:25 2XL: 0 3XL: 0 4XL: 2 TOTAL: 27	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Royal Blue	2 Color TBD	yes	Full Front; Full Back	Hicks, Katie						
											\$ 165.14	\$ 296.05	No bid	No bid	No bid	\$ 181.11
55	8/1/2022	Douglass Annex Senior shirt	T-shirt	ADULT S-XL:30 2XL: 3 3XL: 2 4XL: 1 TOTAL: 36	Short Sleeve, Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Gildan: Gold	White	Yes	1 left crest / 1 full back	White, Robert						
											\$ 186.21	\$ 370.08	No bid	No bid	No bid	\$ 202.48

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
56	9/1/2022	Douglass and Annex Staff	Fleece Full Zip Jacket	ADULT S-XL: 5 2XL: 2 3XL: 0 4XL: 0 Total: 4	Jerzees-NuBlend 1/4 zip Cadet Collar Swearshirt	Royal	White	Yes	1 left crest	Hicks, Katie	\$ 171.86	\$ 147.19	No bid	No bid	No bid	\$ 126.36
57	9/1/2022	Douglass Shirts	T-shirt	ADULT S-XL:15 2XL: 3 3XL: 0 4XL: 0 TOTAL: 18	Long Sleeve Gildan Ultra Cotton 100% Cotton, crew neck, 6 ounce	Maroon	White	Yes	1 - left crest; full back	Hicks, Katie	\$ 168.12	\$ 234.66	No bid	No bid	No bid	\$ 192.60
58	1/4/2023	DCC First String Basketball Participant Shirts	T-shirts	YOUTH S-XL:152 ADULT S-XL: 10 2XL: 4 3XL: 3 4XL: 3 TOTAL: 172	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Gildan shirts: Sport gray, Daisy, Irish green, Red, royal, sapphire, purple, orange, Navy, lime, forest, carolina blue	Black or White depending on shirt color	Yes	1 full front; 1 full back (will include team name and number on back)	Hicks, Katie	\$ 1,055.78	\$ 1,401.55	No bid	No bid	No bid	\$ 1,008.40
59	5/16/2022	DCC Daycamp Participant Shirts	T-shirts	YOUTH S-XL: 60 ADULT S-XL: 15 2XL: 0 3XL: 0 4XL:0 TOTAL:75	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Gildan Shirts: Sky, product number 5000B	Black	Yes	Full Front	Franco, Lynne	\$ 307.20	\$ 445.19	No bid	No bid	No bid	\$ 342.75
60	5/16/2022	DCC Teen & Daycamp Staff Shirts	T-shirts	ADULT S-XL: 58 2XL: 6 3XL:2 4XL: 2 5XL:2 TOTAL:70	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Port & Company Tie-Dye Tee: Neon Rainbow, product number PC147	Black	Yes	1 left crest; 1 back	Franco, Lynne	\$ 347.88	\$ 607.23	No bid	No bid	No bid	\$ 703.70
61	5/10/2022	CUSR: Camper	T- Shirt	YOUTH S-XL:25 ADULT S-XL: 26 2XL: 4 3XL: 0 4XL: 0 TOTAL: 55	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Sapphire	Mint green	Yes	1 left crest; 1 full back	Nikiaya Brandon	\$ 249.63	\$ 448.11	No bid	No bid	No bid	\$ 279.15
62	5/10/2022	CUSR Staff Shirts Short-Sleeved	T-shirts	ADULT S-XL: 136 2XL: 12 3XL: 4 4XL:0 TOTAL: 152	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Mint Green	Sapphire	Yes	1 front; 1 full back	Nikiaya Brandon	\$ 686.60	\$ 1,242.68	No bid	No bid	No bid	\$ 738.64

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
63	5/21/2022	CUSR Mustang Staff Shirts	T-Shirts	ADULT S-XL: 25 2XL: 4 3XL: 2 4XL: 0 TOTAL: 31	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Royal Blue	Yellow	Yes	1 left crest, 1 back	Nikiaya Brandon	\$ 171.98	\$ 300.94	No bid	No bid	No bid	\$ 200.83
64	5/21/2022	CUSR Mustang Athlete Shirts	T-Shirts	ADULT S-XL: 60 2XL: 10 3XL: 10 4XL: 0 TOTAL: 80	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Royal Blue	Yellow	Yes	1 left crest, 1 back	Nikiaya Brandon	\$ 411.20	\$ 703.25	No bid	No bid	No bid	\$ 439.20
65	8/23/2022	CUSR Volunteer Shirts	T-Shirt	ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 15	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Mint Green	White	Yes	1 front	Nikiaya Brandon	\$ 79.50	\$ 120.44	No bid	No bid	No bid	\$ 88.95
66	9/3/2022	CUSR Staff Shirts long-Sleeved	Long-sleeved t-shirts	ADULT S-XL: 70 2XL: 3 3XL: 2 4XL: 0 TOTAL: 75	Long-Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Orange	White	Yes	1 front; 1 full back	Nikiaya Brandon	\$ 558.16	\$ 834.58	No bid	No bid	No bid	\$ 559.00
67	10/25/2022	CUSR Cupcake 5K Shirts	Long-sleeved t-shirts	YOUTH S-XL: 40 ADULT S-XL: 295 2XL: 15 3XL: 0 4XL: 0 TOTAL: 350	Long-Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Neon pink	Multi-Color (2-3 Colors)	Yes	2 front; 1 back	Nikiaya Brandon	\$ 2,407.00	\$ 4,004.06	No bid	No bid	No bid	\$ 2,679.00
68	11/29/2022	CUSR: Staff	Crewneck Sweatshirt	ADULT S-XL: 70 2XL: 5 3XL: 2 4XL: 0 TOTAL: 77	Gildan Heavy Blend Crewneck Sweatshirt	Caro Blue	White	Yes	1 front; 1 full back	Nikiaya Brandon	\$ 735.20	\$ 1,080.45	No bid	No bid	No bid	\$ 995.90
69	4/12/2023	CUSR Bowllth-A-Thon Shirts Short-Sleeved	T-shirts	ADULT S-XL: 45 2XL: 10 3XL: 0 4XL: 0 TOTAL: 55	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Mint Green	Multi-Color (2-3 Colors)	Yes	2 front	Nikiaya Brandon	\$ 274.60	\$ 429.74	No bid	No bid	No bid	\$ 318.65
70	5/1/2022	Virginia Theater: Box Office Staff Polo	Long Sleeve Polo	ADULT S-XL: 32 2XL: 2 TOTAL: 34	Long Sleeve Polo by Port Authority	Black	Gold/White	Yes	1 left crest	Headley, Jeff	\$ 476.84	\$ 694.84	No bid	No bid	No bid	\$ 527.96

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Sunburst Sportswear	All Star Elite Sports	Leadaz Athletic Footwear	Original Watermen	The Lifeguard Store	Will Enterprises
71	9/1/2022	Virginia Theater: Ebertfest Volunteer Shirts	T-shirt	ADULT S-XL: 46 2XL: 0 3XL: 0 4XL: 0 TOTAL: 46	Crew neck, 100% cotton preshrunk, 6 oz., or better.	Black	Gold/White	Yes	1 left crest; 1 full back	Headley, Jeff						
											\$ 207.92	\$ 466.26	No bid	No bid	No bid	\$ 233.78
72	9/1/2022	Virginia Theatre: Box office Staff Sweatshirts	Hooded Sweatshirt	ADULT S-XL: 5 TOTAL: 5	Full Zipper Hooded Sweatshirt, Drawcord 50% cotton 50% polyester	Black	Gold/White	Yes	1 left crest	Hege, Stephanie						
											\$ 118.40	\$ 150.03	No bid	No bid	No bid	\$ 102.20
73	6/1/2022	Tennis: Tournaments Shirts	T-shirt	ADULT S-XL:150 2XL: 5 3XL: 0 4XL: 0 TOTAL: 155	Short Sleeve, Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	2-front; 1-back	Sohn, Yuri						
											\$ 682.60	\$ 1,275.69	No bid	No bid	No bid	\$ 764.85
74	5/20/2022	Park Ambassador Shirts	T-Shirt	Adult S-XL: 25 2XL: 5 3XL: 2	Short Sleeve, Team 365 Men's Zone Performance T-shirt or equivalent	Safety Yellow	Black	Yes	1 Front: 1 Back	Kearfott, Joe						
											\$ 187.44	No bid	No bid	No bid	No bid	\$ 343.40
75	5/20/2022	Park Ambassador Shirts	Long Sleeve T-Shirt	Adult S-XL: 10 2XL: 2 3XL: 2	Long Sleeve, Team 365 Men's Zone Performance Long Sleeve T-shirt or equivalent	Safety Yellow	Black	Yes	1 Front: 1 Back	Kearfott, Joe						
											\$ 133.06	No bid	No bid	No bid	No bid	\$ 180.30

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
1	5/15/2022	CPD All Staff Shirts	T-shirts	ADULT S-XL: 133 2XL: 20 3XL: 4 4XL: 3 TOTAL: 160	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Sapphire	White	Yes	1 - left crest; full-back	Gleason, Jimmy	ADULT S-XL: \$4.20 2XL: \$6.79 3XL: \$8.48 4XL: \$8.48		\$ 753.76	Sunburst Sportswear
2	9/1/2022	CPD All Staff Shirts	T-shirts	ADULT S-XL: 68 2XL: 15 3XL: 6 4XL: 1 TOTAL: 89	Long-Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Sapphire	White	Yes	1- left crest; full-back	Gleason, Jimmy	ADULT S-XL: \$6.96 2XL: \$9.04 3XL: \$11.54 4XL: \$11.54		\$ 689.66	Sunburst Sportswear
3	5/1/2022	Prairie Farm: Staff Shirts	T-shirt	ADULT S-XL: 46 2XL: 4 3XL: 0 4XL: 0 TOTAL: 50	Crew neck, 100% cotton preshrunk, 6 oz. or better	Forest Green	Yellow	Yes	1-left crest; 1-back	Martin, Brandon	ADULT S-XL: \$4.48 2XL: \$7.08 3XL: 4XL:		\$ 234.40	Sunburst Sportswear
4	5/23/2022	Prairie Farm: Pee Wee Farmers Shirts	T-shirt	TODDLER 2T - 5T: 60 YOUTH S-XL: 10 TOTAL: 70	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Navy Blue	White	Yes	1-full front	Martin, Brandon	TODDLER 2T - 5T: \$3.40 YOUTH S-XL: \$3.75		\$ 241.50	Sunburst Sportswear
5	5/23/2022	Prairie Farm: Farmhand Shirts	T-shirt	YOUTH S-XL:50 ADULT S-XL: 10 TOTAL: 60	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Red	White	Yes	1-full front	Martin, Brandon	YOUTH S-XL: \$3.78 ADULT S-XL: \$4.02		\$ 229.20	Sunburst Sportswear
6	7/1/2022	Prairie Farm: Barnyard Fun Camp Shirts	T-shirt	YOUTH S-XL: 26 ADULT S-XL: 2 TOTAL: 28	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Orange	White	Yes	1-full front	Martin, Brandon	YOUTH S-XL: \$3.94 ADULT S-XL: \$4.18		\$ 110.80	Sunburst Sportswear
7	6/1/2022	Dev Sports: Iddy Biddy Baseball	T-Shirts	YOUTH S-XL: 50 TOTAL: 50	Gildan 8000B-Gildan Dry Blend Youth T-shirt, 5.6oz or better, 50/50 cotton/poly GD120	Yellow/Gold/daisy	Navy Blue	Yes	1 full front; 1 back center crest	Flowers,Cody	YOUTH S-XL: \$4.12		\$ 206.00	Sunburst Sportswear
8	6/1/2022	Dev Sports: Mini Dribblers	T-shirts	YOUTH S-XL: 35 TOTAL: 35	Gildan 8000B- Gildan Dry Blend Youth T-Shirt, 5.6oz or better, 50/50 Cotton/Poly---GD120	Grey or Charcoal	Navy or Gold	Yes	1 full front; 1 Back Center Crest	Flowers,Cody	YOUTH S-XL: \$4.28		\$ 149.80	Sunburst Sportswear
9	10/1/2022	Dev Sports: Mini Dribblers	T-shirts	YOUTH S-XL: 35 TOTAL: 35	Gildan 8000B- Gildan Dry Blend Youth T-Shirt, 5.6oz, 50/50 Cotton/Poly--GD120	Grey or Charcoal	Navy or Gold	Yes	1 full front; 1 Back Center Crest	Flowers,Cody	YOUTH S-XL: \$4.28		\$ 149.80	Sunburst Sportswear

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
10	12/22/2022	Adult Sports: Volleyball Awards (Fall)	T-shirt	ADULT S-XL: 47 2XL: 2 3XL: 1 4XL: 0 TOTAL:50	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Charcoal	White	Yes	Front	Flowers,Cody	ADULT S-XL: \$4.04 2XL: \$6.64 3XL: \$7.99		\$ 211.15	Sunburst Sportswear
11	12/30/2022	Youth Sports: Youth Hoops	Reversible Basketball Jersey	YOUTH S-XL: 90 ADULT S-XL: 20 2XL: 0 3XL: 0 4XL: 0 TOTAL 110	YBA Reversible Dry-Fit Tank w/Side Panel and Piping; style # 785 (Please no garment substitutions)	Navy/White	Navy blue on White & White on Navy Blue side.	Yes	4 total: 2 x one color logo (each side would have logo on center front); 2 x one large number (each side would have large number on back);	Flowers,Cody	YOUTH S-XL: \$17.50 ADULT S-XL: \$19.00 2XL: 3XL: 4XL:		\$ 1,955.00	Leadaz Athletic Footwear
12	3/30/2023	Adult Sports: Volleyball Awards (Winter)	T-shirt	ADULT S-XL: 47 2XL: 2 3XL: 1 4XL: 0 TOTAL:50	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Lime Green	Black	Yes	Front	Flowers,Cody	ADULT S-XL: \$4.04 2XL: \$6.64 3XL: \$7.99 4XL:		\$ 211.15	Sunburst Sportswear
13	5/15/2022	Sports/Concessions Staff Hats	Mesh-Back trucker cap	30	80/20 Polyester/Cotton Pre-curved visor, snapback or velcrow closure	Black/White	White	Yes	Embroidered front	Miller,Justice		\$12	\$ 360.00	Leadaz Athletic Footwear
14	5/15/2022	Sports Staff Shirts	T-shirts	ADULT S-XL: 76 2XL: 3 3XL: 3 4XL:0 TOTAL: 82	Gildan 8000 Dry Blend T-shirt, 5.5oz or better, 50/50 cotton/poly	Electric Green	White	Yes	1 - left crest; full-back	Miller,Justice	ADULT S-XL: \$4.28 2XL: \$6.88 3XL: \$8.24		\$ 370.64	Sunburst Sportswear
15	8/15/2022	Adult Sports: Softball Awards (Summer)	Jackets	ADULT S-XL: 150 2XL: 16 3XL: 8 4XL: 1 TOTAL: 175	Charles River, quarter zip, 100% nylon, drawstring bottom, mesh lining, corner side pockets	Various colors: Teams will pick from the following colors; Black, Navy, Dark Green, Cardinal Red, Orange, Purple, Yellow	White or Black	Yes	1 - left crest; 1-back	Miller,Justice	ADULT S-XL: \$27.00 2XL: \$28.00 3XL: \$29.00 4XL: \$30.00		\$ 4,760.00	Sunburst Sportswear
16	12/1/2022	Volunteer Coaching Shirts	T-shirts	ADULT S-XL: 86 2XL: 10 3XL: 10 4XL:0 TOTAL: 106	Gildan 8000 Dry Blend T-shirt, 5.5oz., 50/50 cotton/poly	Black	White	Yes	1 - left crest; full-back	Miller,Justice	ADULT S-XL: \$4.22 2XL: \$6.82 3XL: \$8.49		\$ 516.02	Sunburst Sportswear
17	4/15/2023	Youth Sports: Girls Fast-Pitch Softball Uniforms	Softball Jersey	YOUTH S-XL: 40 ADULT S-XL:30 2XL: 0 3XL:0 4XL: 0 TOTAL: 70	YBA - Wild card 2-button Panel Jersey #110 (NO SUB OPTIONS)	Various: Black, White, Forest, Gold, Graphite, Grey, Maroon, Navy, Orange, Royal,Scarlet	White or Black (depending on jersey color)	Yes	1 full front; 1 full back; 8" number on back	Miller,Justice	YOUTH S-XL: \$12.22 ADULT S-XL: \$12.54 2XL: 3XL: 4XL:		\$ 865.00	Sunburst Sportswear

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
18	5/10/2022	LRC Daycamp Staff Shirts	T-shirts	ADULT S-XL: 135 2XL: 4 3XL: 2 4XL: 2 TOTAL: 143	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Pistachio	Black	Yes	1 left crest; 1 back	Walter, Shannon	ADULT S-XL: \$4.20 2XL: \$6.79 3XL: \$8.48 4XL: \$8.48		\$ 628.08	Sunburst Sportswear
19	6/6/2022	LRC Daycamp Staff Sweatshirts	Crewneck Sweatshirt	ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 15	Jerzees NuBlend (50/50)	Charcoal or black heathered	White	Yes	1 left crest; 1 back	Walter, Shannon	ADULT S-XL: \$8.70 2XL: 3XL: 4XL:	\$30 screen charge	\$ 160.50	Will Enterprises
20	9/1/2022	LRC Afterschool/Teen Program: Staff Crew Neck Sweatshirt	Crewneck Sweatshirt	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0 TOTAL: 10	Jerzees NuBlend (50/50)	Forest Green	White	Yes	1 left crest; 1 back	Walter, Shannon	ADULT S-XL: \$8.70 2XL: 3XL: 4XL:	\$30 screen charge	\$ 117.00	Will Enterprises
21	5/1/2022	Aquatics: LG	Men's Lifeguard Swim Trunks	ADULT S-XL: 66 2XL: 4 3XL: 0 4XL: 0 TOTAL: 70	Kiefer 4-Way Stretch Unisex Lifeguard Deck Short	Red	NA	NA	NA	Fairfield, Brittany	ADULT S-XL: \$20.00 2XL: \$20.00 3XL: \$20.00 4XL: \$20.00		\$ 1,400.00	The Lifeguard Store
22	5/1/2022	Aquatics: LG	Suits	ADULT S-XL: 66 2XL: 4 3XL: 0 4XL: 0 TOTAL: 70	RISE Guard Poly Tri Color Bikini	Red	NA	NA	NA	Fairfield, Brittany	ADULT S-XL: \$25.00 2XL: \$25.00 3XL: \$25.00 4XL: \$25.00		\$ 1,750.00	The Lifeguard Store
23	5/1/2022	Aquatics: LG	1-piece swimsuit	ADULT 28: 2 30: 4 32: 6 34: 10 36: 4 38: 4 TOTAL: 30	RISE Guard H-Back Reversible	Red	N/A	N/A	N/A	Fairfield, Brittany	ADULT 28: \$26.00 30: \$26.00 32: \$26.00 34: \$26.00 36: \$26.00 38: \$26.00		\$ 780.00	The Lifeguard Store
24	5/1/2022	Aquatics: LG	Men's Shirts	ADULT S-XL: 100 2XL: 0 3XL: 0 4XL: 0 TOTAL: 100	Sport-Tek Adult Posicharge Competitor Tee	White	Red	Yes	1 left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$5.66 2XL: 3XL: 4XL:		\$ 566.00	Sunburst Sportswear
25	5/1/2022	Aquatics: LG	Women's Shirts	ADULT S-XL: 100 2XL: 0 3XL: 0 4XL: 0 TOTAL: 100	Sport-Tek Posicharge Competitor V-Neck Tee	White	Red	Yes	1 left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$6.26 2XL: 3XL: 4XL:		\$ 626.00	Sunburst Sportswear

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
26	5/1/2022	Aquatics: LG	Sweatpants	ADULT S-XL: 70 2XL: 5 3XL: 0 4XL: 0 TOTAL: 75	Port&Company Adult Core Fleece Sweatpant with Pocket	Red	White	Yes	GUARD down left leg	Fairfield, Brittany	ADULT S-XL: \$10.90 2XL: \$12.52 3XL: 4XL:		\$ 825.60	Sunburst Sportswear
27	5/1/2022	Aquatics: LG	Sweatshirts	ADULT S-XL: 80 2XL: 5 3XL: 0 4XL: 0 TOTAL: 85	Port&Company Adult Core Fleece Pullover Hooded Sweatshirt	Red	White	Yes	1 left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$13.32 2XL: \$15.48 3XL: 4XL:		\$ 1,143.00	Sunburst Sportswear
28	5/1/2022	Aquatics: LG	Visors	80	Port & Company CP45 Fashion Visor	Tan	Red	Yes	Embroidered front	Fairfield, Brittany	\$10.25		\$ 820.00	Leadaz Athletic Footwear
29	5/1/2022	Aquatics: LG	Hat	20	Port Authority PWU Garment - Washed Cap	Red	White	Yes	Embroidered front	Fairfield, Brittany	\$8.75		\$ 175.00	Leadaz Athletic Footwear
30	5/1/2022	Aquatics: Pool Manager	Women's Polos	ADULT S-XL: 12 2XL: 2 TOTAL: 14	Sport-Tek Ladies Contrast Posicharge Tough Polo	Navy Blue	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$13.88 2XL: \$15.08		\$ 196.72	Sunburst Sportswear
31	5/1/2022	Aquatics: Pool Manager	Men's Polos	ADULT S-XL: 8 2XL: 2 TOTAL: 10	Sport-Tek Adult Posicharge Tough Polo	Navy Blue	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$13.88 2XL: \$15.08		\$ 141.20	Sunburst Sportswear
32	5/1/2022	Aquatics: Pool Manager	Sweatshirts	ADULT S-XL: 8 2XL:1 3XL: 1 TOTAL: 10	Port & Company Adult Core Fleece Pullover Hooded Sweatshirt	Navy Blue	White	Yes	1 left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$14.50 2XL: \$15.25 3XL: \$16.00		\$ 147.25	Leadaz Athletic Footwear
33	5/1/2022	Aquatics: Pool Manager	Women's Swimsuits	ADULT 30: 2 32: 2 34: 4 36: 2 TOTAL: 10	RISE Manager Poly H-Back	Navy Blue	White	N/A	N/A	Fairfield, Brittany	ADULT 30: \$25.00 32: \$25.00 34: \$25.00 36: \$25.00		\$ 250.00	The Lifeguard Store
34	5/1/2022	Aquatics: Pool Manager	Women's Swimsuits	ADULT S-XL: 8 2XL:1 3XL: 1 TOTAL: 10	RISE Guard Poly Tri Color Bikini	Navy Blue	White	N/A	N/A	Fairfield, Brittany	ADULT S-XL: \$25.00 2XL: \$25.00 3XL: \$25.00		\$ 250.00	The Lifeguard Store
35	5/1/2022	Aquatics: Pool Manager	Men's Swimsuits	ADULT S-XL: 8 2XL:1 3XL: 1 TOTAL: 10	Kiefer 4-Way Stretch Unisex Lifeguard Deck Short	Navy Blue	White	N/A	N/A	Fairfield, Brittany	ADULT S-XL: \$20.00 2XL: \$20.00 3XL: \$20.00		\$ 200.00	The Lifeguard Store
36	5/1/2022	Aquatics: Pool Manager	Sweatpants	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0 TOTAL: 10	Port&Company Adult Core Fleece Sweatpant with Pocket	Navy Blue	White	Yes	MANAGER down left leg	Fairfield, Brittany	ADULT S-XL: \$14.08 2XL: 3XL: 4XL:		\$ 140.80	Sunburst Sportswear
37	5/15/2022	Sholem: Swim Team Coach	Hats	10	Port Authority Garment Washed Cap	White	Dark Smoke Grey	Yes	Embroidered front	Fairfield, Brittany	\$8.75		\$ 87.50	Leadaz Athletic Footwear

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
38	5/15/2022	Sholem: Swim Team Coach Shirts	Men's Polos	ADULT S-XL: 5 2XL: 0 3XL: 0 4XL: 0	Sport-Tek Adult Dri-Mesh Polo	Dark Smoke Grey	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$21.58 2XL: 3XL: 4XL:		\$ 107.90	Sunburst Sportswear
39	5/15/2022	Sholem: Swim Team Coach Shirts	Women's Polos	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0	Sport-Tek Ladies Contrast Posicharge Tough Polo	Dark Smoke Grey	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$13.88 2XL: 3XL: 4XL:		\$ 138.80	Sunburst Sportswear
40	5/15/2022	Aquatics: Swim Instructors	Rashguards	ADULT XS-XL: 24 2XL: 4 3XL: 2 TOTAL 30	RISE Instructor Short Sleeve Crew Neck Rashguard	Black	White	N/A	N/A	Fairfield, Brittany	ADULT XS-XL: \$19.00 2XL: \$19.00 3XL: \$19.00		\$ 570.00	The Lifeguard Store
41	5/15/2022	Aquatics: Swim Instructors	Hats	20	Sport-Tek Dry Zone Nylon Cap	Yellow	Black	Yes	Embroidered Front	Fairfield, Brittany	\$10.25		\$ 205.00	Leadaz Athletic Footwear
42	5/15/2022	Aquatics: Swim Lesson Managers	Polos	ADULT: S-XL: 4	Sport-Tek Ladies Side Blocked Micropique Sport-Wick Polo	Black/Yellow	Yellow	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$22.18		\$ 88.72	Sunburst Sportswear
43	5/15/2022	Aquatics: Customer Service Manager	Men's Polos	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0	Sport-Tek Dri-Mesh Pro Polo	Carolina Blue	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$19.58 2XL: 3XL: 4XL:		\$ 195.80	Sunburst Sportswear
44	5/15/2022	Aquatics: Customer Service Manager	Women's Polos	ADULT S-XL: 10 2XL: 0 3XL: 0 4XL: 0	Port Authority Ladies Dry Zone Ottoman Polo	Carolina Blue	White	Yes	1 embroidered left chest, 1 back	Fairfield, Brittany	ADULT S-XL: \$21.64 2XL: 3XL: 4XL:		\$ 216.40	Sunburst Sportswear
45	5/15/2022	Sholem: Swim Team Participant Shirts	T-shirt	YOUTH S-XL: 100 ADULT S-XL: 100 2XL: 10 3XL: 5 4XL: 0 TOTAL: 215	Gildan 8000B, dry blend, Short Sleeve, 50/50, preshrunk, 5.6 oz. or better	Blue	Black	Yes	2-front; 1-back	Fairfield, Brittany	YOUTH S-XL: \$3.95 ADULT S-XL: \$4.32 2XL: \$6.90 3XL: \$8.58 4XL:		\$ 938.90	Sunburst Sportswear
46	5/23/2022	SCC Creative Kids Daycamp Staff Shirts	T-shirts	ADULT S-XL: 79 2XL: 0 3XL: 0 4XL: 0 TOTAL: 79	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Mint Green	White	Yes	1 left crest; 1 back	Kahler, Melanie	ADULT S-XL: \$4.30 2XL: 3XL: 4XL:		\$ 339.70	Sunburst Sportswear
47	5/23/2022	SCC Creative Kids Daycamp Participant Shirts	T-shirts	YOUTH S-XL: 95 ADULT S-XL: 5 2XL: 0 3XL: 0 4XL: 0 TOTAL: 100	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Aquatic Blue	White	Yes	1 left crest; 1 back	Kahler, Melanie	YOUTH S-XL: \$3.98 ADULT S-XL: \$4.22 2XL: 3XL: 4XL:		\$ 399.20	Sunburst Sportswear

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
48	10/1/2022	Cultural Arts: Dance Arts Participant Shirts	T-Shirts	YOUTH S-XL: 90 ADULT S-XL: 25 2XL: 5 TOTAL: 120	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Dark Purple	White, Green	Yes	1 front, 1 back	Olden, Michelle	YOUTH S-XL: \$3.98 ADULT S-XL: \$4.22 2XL: \$6.80		\$ 497.70	Sunburst Sportswear
49	3/1/2023	Cultural Arts: Dance Performance	T-Shirts	YOUTH S-XL: 130 2XL: 5 ADULT S-XL: 30 2XL: 5 TOTAL: 170	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Black	Three colors	Yes	1 left; 1 right; 1 front 1 back	Olden, Michelle	YOUTH S-XL: \$5.22 2XL: \$5.22 ADULT S-XL: \$5.46 2XL: \$8.05		\$ 908.75	Sunburst Sportswear
50	7/18/2022	Youth Theatre: Play Gr. 3-5 (Fall)	T-Shirt	YOUTH S-XL: 40 ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 55	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Alexis Webb	YOUTH S-XL: \$4.93 ADULT S-XL: \$4.93 2XL: 3XL: 4XL:	\$30 screen charge	\$ 301.15	Will Enterprises
51	10/10/2022	Youth Theatre: Play Gr. 6-10 (Fall)	T-Shirt	YOUTH S-XL: 40 ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 55	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Alexis Webb	YOUTH S-XL: \$4.93 ADULT S-XL: \$4.93 2XL: 3XL: 4XL:	\$30 screen charge	\$ 301.15	Will Enterprises
52	2/20/2023	Youth Theatre: Play Gr. 5-8 (Spring)	T-Shirt	YOUTH S-XL: 40 ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 55	Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	Full Front and Full Back	Alexis Webb	YOUTH S-XL: \$4.93 ADULT S-XL: \$4.93 2XL: 3XL: 4XL:	\$30 screen charge	\$ 301.15	Will Enterprises
53	6/1/2022	Douglass Shirts	T-shirt	ADULT S-XL:15 2XL: 3 3XL: 0 4XL: 0 TOTAL: 18	Short sleeve crew neck, Gildan-Ultra Cotton 100% cotton, 6 ounce or better	Orange	White	Yes	1 - left crest; full-back	Hicks, Katie	ADULT S-XL: \$5.78 2XL: \$8.36 3XL: 4XL:		\$ 111.78	Sunburst Sportswear
54	7/30/2022	CU Days Staff Shirts	T-Shirts	ADULT S-XL:25 2XL: 0 3XL: 0 4XL: 2 TOTAL: 27	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Royal Blue	2 Color TBD	yes	Full Front; Full Back	Hicks, Katie	ADULT S-XL: \$5.80 2XL: 3XL: 4XL: \$10.07		\$ 165.14	Sunburst Sportswear

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
55	8/1/2022	Douglass Annex Senior shirt	T-shirt	ADULT S-XL:30 2XL: 3 3XL: 2 4XL: 1 TOTAL: 36	Short Sleeve, Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	Gildan: Gold	White	Yes	1 left crest / 1 full back	White, Robert	ADULT S-XL: \$4.60 2XL: \$7.19 3XL: \$8.88 4XL: \$8.88		\$ 186.21	Sunburst Sportswear
56	9/1/2022	Douglass and Annex Staff	Fleece Full Zip Jacket	ADULT S-XL: 5 2XL: 2 3XL: 0 4XL: 0 Total: 4	Jerzees-NuBlend 1/4 zip Cadet Collar Sweatshirt	Royal	White	Yes	1 left crest	Hicks, Katie	ADULT S-XL: \$15.33 2XL: \$17.33 3XL: 4XL:	\$15 screen charge	\$ 126.36	Will Enterprises
57	9/1/2022	Douglass Shirts	T-shirt	ADULT S-XL:15 2XL: 3 3XL: 0 4XL: 0 TOTAL: 18	Long Sleeve Gildan Ultra Cotton 100% Cotton, crew neck, 6 ounce	Maroon	White	Yes	1 - left crest; full back	Hicks, Katie	ADULT S-XL: \$8.98 2XL: \$11.14 3XL: 4XL:		\$ 168.12	Sunburst Sportswear
58	1/4/2023	DCC First String Basketball Participant Shirts	T-shirts	YOUTH S-XL:152 ADULT S-XL: 10 2XL: 4 3XL: 3 4XL: 3 TOTAL: 172	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Gildan shirts: Sport gray, Daisy, Irish green, Red, royal, sapphire, purple, orange, Navy, lime, forest, carolina blue	Black or White depending on shirt color	Yes	1 full front; 1 full back (will include team name and number on back)	Hicks, Katie	YOUTH S-XL: \$5.57 ADULT S-XL: \$5.57 2XL: \$7.57 3XL: \$10.57 4XL: \$14.57		\$ 1,008.40	Will Enterprises
59	5/16/2022	DCC Daycamp Participant Shirts	T-shirts	YOUTH S-XL: 60 ADULT S-XL: 15 2XL: 0 3XL: 0 4XL:0 TOTAL:75	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Gildan Shirts: Sky, product number 5000B	Black	Yes	Full Front	Franco, Lynne	YOUTH S-XL: \$4.05 ADULT S-XL: \$4.28 2XL: 3XL: 4XL:		\$ 307.20	Sunburst Sportswear
60	5/16/2022	DCC Teen & Daycamp Staff Shirts	T-shirts	ADULT S-XL: 58 2XL: 6 3XL:2 4XL: 2 5XL:2 TOTAL:70	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Port & Company Tie-Dye Tee: Neon Rainbow, product number PC147	Black	Yes	1 left crest; 1 back	Franco, Lynne	ADULT S-XL: \$4.38 2XL: \$6.98 3XL: \$8.66 4XL: \$8.66 5XL: \$8.66		\$ 347.88	Sunburst Sportswear
61	5/10/2022	CUSR: Camper	T- Shirt	YOUTH S-XL:25 ADULT S-XL: 26 2XL: 4 3XL: 0 4XL: 0 TOTAL: 55	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Sapphire	Mint green	Yes	1 left crest; 1 full back	Nikiaya Brandon	YOUTH S-XL: \$4.22 ADULT S-XL: \$4.45 2XL: \$7.04 3XL: 4XL:		\$ 249.63	Sunburst Sportswear

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
62	5/10/2022	CUSR Staff Shirts Short-Sleeved	T-shirts	ADULT S-XL: 136 2XL: 12 3XL: 4 4XL: 0 TOTAL: 152	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Mint Green	Sapphire	Yes	1 front; 1 full back	Nikiaya Brandon	ADULT S-XL: \$4.20 2XL: \$6.79 3XL: \$8.48 4XL:		\$ 686.60	Sunburst Sportswear
63	5/21/2022	CUSR Mustang Staff Shirts	T-Shirts	ADULT S-XL: 25 2XL: 4 3XL: 2 4XL: 0 TOTAL: 31	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Royal Blue	Yellow	Yes	1 left crest, 1 back	Nikiaya Brandon	ADULT S-XL: \$4.94 2XL: \$7.52 3XL: \$9.20 4XL:		\$ 171.98	Sunburst Sportswear
64	5/21/2022	CUSR Mustang Athlete Shirts	T-Shirts	ADULT S-XL: 60 2XL: 10 3XL: 10 4XL: 0 TOTAL: 80	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Royal Blue	Yellow	Yes	1 left crest, 1 back	Nikiaya Brandon	ADULT S-XL: \$4.28 2XL: \$6.88 3XL: \$8.56 4XL:		\$ 411.20	Sunburst Sportswear
65	8/23/2022	CUSR Volunteer Shirts	T-Shirt	ADULT S-XL: 15 2XL: 0 3XL: 0 4XL: 0 TOTAL: 15	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Mint Green	White	Yes	1 front	Nikiaya Brandon	ADULT S-XL: \$5.30 2XL: 3XL: 4XL:		\$ 79.50	Sunburst Sportswear
66	9/3/2022	CUSR Staff Shirts long- Sleeveved	Long-sleeved t-shirts	ADULT S-XL: 70 2XL: 3 3XL: 2 4XL: 0 TOTAL: 75	Long-Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Orange	White	Yes	1 front; 1 full back	Nikiaya Brandon	ADULT S-XL: \$7.24 2XL: \$9.42 3XL: \$11.55 4XL:		\$ 558.16	Sunburst Sportswear
67	10/25/2022	CUSR Cupcake 5K Shirts	Long-sleeved t-shirts	YOUTH S-XL: 40 ADULT S-XL: 295 2XL: 15 3XL: 0 4XL: 0 TOTAL: 350	Long-Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Neon pink	Multi-Color (2-3 Colors)	Yes	2 front; 1 back	Nikiaya Brandon	YOUTH S-XL: \$6.80 ADULT S-XL: \$6.80 2XL: \$6.80 3XL: 4XL:		\$ 2,407.00	Sunburst Sportswear
68	11/29/2022	CUSR: Staff	Crewneck Sweatshirt	ADULT S-XL: 70 2XL: 5 3XL: 2 4XL: 0 TOTAL: 77	Gildan Heavy Blend Crewneck Sweatshirt	Caro Blue	White	Yes	1 front; 1 full back	Nikiaya Brandon	ADULT S-XL: \$9.34 2XL: \$11.28 3XL: \$12.50 4XL:		\$ 735.20	Sunburst Sportswear

Item #	Date Needed	Program/ Activity	Item	Approximate Sizes and Numbers Needed	Description	Garment Color	Ink Color	Camera Ready Art	# of Screens & Locations	Staff Responsible	Winning Unit Price	Extra Charges	Total Cost	Winning Organization
69	4/12/2023	CUSR Bowth-A-Thon Shirts Short-Sleeved	T-shirts	ADULT S-XL: 45 2XL: 10 3XL: 0 4XL: 0 TOTAL: 55	Short Sleeve Crew neck, 100% cotton preshrunk, 6 oz. or better	Mint Green	Multi-Color (2-3 Colors)	Yes	2 front	Nikiaya Brandon	ADULT S-XL: \$4.52 2XL: \$7.12 3XL: 4XL:		\$ 274.60	Sunburst Sporstwear
70	5/1/2022	Virginia Theater: Box Office Staff Polo	Long Sleeve Polo	ADULT S-XL: 32 2XL: 2 TOTAL:34	Long Sleeve Polo by Port Authority	Black	Gold/White	Yes	1 left crest	Headley, Jeff	ADULT S-XL: \$13.96 2XL: \$15.06		\$ 476.84	Sunburst Sporstwear
71	9/1/2022	Virginia Theater: Ebertfest Volunteer Shirts	T-shirt	ADULT S-XL: 46 2XL: 3XL: 0 4XL: 0 TOTAL: 46	Crew neck, 100% cotton preshrunk, 6 oz., or better.	Black	Gold/White	Yes	1 left crest; 1 full back	Headley, Jeff	ADULT S-XL: \$4.52 2XL: 3XL: 4XL:		\$ 207.92	Sunburst Sporstwear
72	9/1/2022	Virginia Theatre: Box office Staff Sweatshirts	Hooded Sweatshirt	ADULT S-XL: 5 TOTAL: 5	Full Zipper Hooded Sweatshirt, Drawcord 50% cotton 50% polyester	Black	Gold/White	Yes	1 left crest	Hege, Stephanie	ADULT S-XL: \$17.44	\$15 screen charge	\$ 102.20	Will Enterprises
73	6/1/2022	Tennis: Tournaments Shirts	T-shirt	ADULT S-XL:150 2XL: 5 3XL: 0 4XL: 0 TOTAL: 155	Short Sleeve, Crew neck, 100% cotton preshrunk, 6 oz. or better, samples required for sizing	TBD	TBD	Yes	2-front; 1-back	Sohn, Yuri	ADULT S-XL: \$4.32 2XL: \$6.92 3XL: 4XL:		\$ 682.60	Sunburst Sporstwear
74	5/20/2022	Park Ambassador Shirts	T-Shirt	Adult S-XL: 25 2XL: 5 3XL: 2	Short Sleeve, Team 365 Men's Zone Performance T-shirt or equivalent	Safety Yellow	Black	Yes	1 Front: 1 Back	Kearfott, Joe	Adult S-XL: \$5.52 2XL: \$6.72 3XL: \$7.92		\$ 187.44	Sunburst Sporstwear
75	5/20/2022	Park Ambassador Shirts	Long Sleeve T-Shirt	Adult S-XL: 10 2XL: 2 3XL: 2	Long Sleeve, Team 365 Men's Zone Performance Long Sleeve T-shirt or equivalent	Safety Yellow	Black	Yes	1 Front: 1 Back	Kearfott, Joe	Adult S-XL: \$8.99 2XL: \$10.19 3XL: \$11.39		\$ 133.06	Sunburst Sporstwear



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: February 22, 2022

SUBJECT: Contract Mowing Bid

Background

The District formally bids contractual mowing services for sixty-two (62) sites. Contracts are for two (2) mowing seasons, with the option of a two (2) year extension at the same monthly price. Specifications include a mowing frequency of once every seven days from April to October with the possibility of an additional two weeks in November (7.5 months total). This year 9 groups (26 parks and trails) were up for bid.

Previous fiscal year totals are:

FY17/18 - \$122,661

FY 18/19 - \$125,721

FY 19/20 - \$162,301

FY 20/21 - \$153,308

FY 21/22 – projected to be-\$179,732

Bid Results

An invitation to bid was published in The News-Gazette. Nine (9) bid packets were received. Bids were opened and read aloud on February 15, 2022. The bid results are as follows:

	Miller Mowing Service	C&C Custom Services	Illini Lawn Care	Dun Right	Scotty's Turf	Fresh Cut	Bill's Lawncare	HL Landscapes	D&R Lawn Care
Bid 1	NB	\$1,195	\$2,200	\$2,000	NB	\$1,700	NB	\$5,786	\$1,175
Bid 2	\$1,000	\$395	\$1,200	\$1,600	\$400	\$1,200	\$550	\$2,072.85	\$500
Bid 3	NB	NB	NB	\$1,600	NB	\$1,660	\$950	\$6,879.35	NB
Bid 4	\$1,600	\$950	\$2,200	\$1550	\$925	\$1,800	NB	\$4,341.50	\$900
Bid 5	NB	\$745	\$1,400	\$1,500	\$850	\$1,300	\$1,100	\$3,664.50	\$850
Bid 6	NB	\$1,984	NB	\$1,800	NB	\$1,900	NB	\$12,046.50	NB
Bid 7	\$1,000	\$645	NB	\$1,000	NB	\$1,300	NB	\$4,050.90	NB
Bid 8	\$1,300	\$799	NB	\$1,400	\$550	\$1,200	\$1,150	\$1,628.65	\$1,050
Bid 9	\$600	\$510	NB	\$1,000	\$475	\$900	\$695	\$3,645	NB

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 amount for the sites listed below will be \$8,635 per month. The total amount budgeted will be \$172,725 for all contracted sites. Funding will be allocated in the FY22/23 Landscape Maintenance line item budget.

Recommended Action

Staff recommends the Park Board authorize the Executive Director to enter into contracts with the low bidders (D&R Lawn Care in the amount of \$2,075 per month for groups 1 & 4, C&C Custom Services in the amount of \$1,785 per month for groups 2, 5 & 7, Bill’s Lawn Care in the amount of \$950 per month for group 3, Dun Right in the amount of \$1,800 per month for group 6, Scotty’s Turf in the amount of \$1,025 per month for groups 8 & 9) for mowing services for a period beginning April 4, 2022 through November 2023. It is also requested that in the event of a contractor forfeiting their contract prior to its completion, the Park Board authorize the Executive Director to proceed to the next, lowest responsive bidder and enter into a contractual arrangement for the remainder of the original contract. Staff also recommends the Park Board authorize the Executive Director to extend Scotty’s Turf contract for two (2) years in the amount of \$1,000 per month for Douglas, Wesley and MLK Trail.

Area/Contract Length		
2 Year Contracts w/ Potential 2 Year Extension	Recommended Bidder	Monthly Price
1 - Morrisey& Noel	D&R Lawn Care	\$1,175
2 - Davidson, Eisner, Trevett-Finch, Glenn	C&C Custom Services	\$395
3 -Toalson Park & Trail, N Champaign Trail, Town Center, Tennis Center	Bill’s Lawn Care	\$950
4 - Powell, Sunset	D&R Lawn Care	\$900
5 - Johnston, Bian	C&C Custom Services	\$745
6 - Robeson Meadow West-Park/Trail/Detention	Dun Right	\$1,800
7- Robeson Square Park and Trial, Henry Michael	C&C Custom Services	\$645
8 - Spalding, Mini 8	Scotty’s Turf	\$550
9 - Turnberry Ridge Park & Trail	Scotty’s Turf	\$475
Extended Contracts (2022 & 2023)		
1- Douglas, Wesley, MLK Trail	Scotty’s Turf	\$1,000

Prepared by:
Tommy Buhr
Grounds Supervisor

Reviewed by:
Bret Johnson
Assistant Director of Operations

Reviewed by:
Dan Olson
Director of Operations



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 1, 2022

SUBJECT: North Champaign Trail Extension Bid Award

Background

This unbuilt segment of the North Champaign Trail will complete the trail to its planned southern terminus, Town Center Boulevard, adjacent to the MTD bus stop as shown in the attachment. Champaign Park District owns the linear property where the extension is to be constructed.

Prior Board Action

April 14, 2021 Regular Board Meeting—Board approved FYE 22 Capital Budget.

Bid Results

Sealed bids were opened 2:30pm, Monday, February 28, 2022 with results as shown:

Bidding Contractor	Bid (\$)
Duce Construction Company	29,725.00
A and A Concrete	32,928.14
A and R Services	35,908.46
Petry Kuhne Company	41,800.00
Mid Illinois Concrete and Excavation	43,015.00
Stark Excavating Inc.	43,592.00
Feutz Contractors Inc.	48,658.60

Budget Impact

The \$50,000 *Trail and Park Path Additions* fund anticipated construction of the North Champaign Trail Extension project. Construction contract with Duce Construction Company would be paid through the FYE 22 *Trail and Park Path Additions* budget item.

Recommendation

Staff recommends awarding the construction contract to Duce Construction Company in the amount of \$29,725.00 and to authorize the Executive Director to enter into the contract.

Timeline—Start construction in March with project completion by April 29, 2022.

Prepared by:

Reviewed by:

Andrew Weiss
Director of Planning

Joe DeLuce
Executive Director

MORELAND BOULEVARD

Gordon Food Service Store
(for reference only)
502 W Town Center Boulevard
Champaign IL 61822

405' +/- LONG x 8'-0" WIDE x 6" THICK CAST-IN-PLACE CONCRETE ON 6" COMPACTED CA-6 BASE. CONCRETE FLATWORK SURFACE AREA IS 3254 SF +/-

CONCRETE GENERAL NOTES:

- 1) CONCRETE PATH FOLLOWS GRADE.; MAINTAIN 2% MAX. CROSS SLOPE.
- 2) TOOLED CONTROL JOINTS @ 8' MAXIMUM SPACING (TYP).
- 3) MEET ALL EXISTING ADJACENT SIDEWALK ELEVATIONS.
- 4) INSTALL 3/4" MIN. FIBERBOARD EXPANSION JOINT ALONG EXISTING ADJACENT CONCRETE.
- 5) BROOM FINISH.

TOWN CENTER BOULEVARD





REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 9, 2022

SUBJECT: Leonhard Recreation Center Access Drive Bid Approval

Background

In the original concept design of the Leonhard Recreation Center, a utility drive from Kenwood Road to the back of the building was considered, but removed in order to reduce overall construction costs. Primary uses of the drive are for trash removal and utility/maintenance work and access. Secondary uses will be for emergency egress away from the building and programming space. The area is already used for some summer programming and the concrete area will expand those opportunities.

The drive consists of two material types. The entrance from the road over the sidewalk will be a geotextile, permeable surface that allows grass to grow within it, and standard concrete as it gets closer to the building. Permeable surfacing was added to the design due to the numerous drainage swales in the area, the natural area that will be in close proximity, and to reduce possible stormwater charges.

Prior Board Action

FY2017 - Access drive was placed on the Capital Improvement Plan to be completed in 2022 at \$25,000.

FY2018 through FY2020 – Access drive on CIP to be completed in 2023 at \$20,000.

FY2021 – Access drive placed on FY2021 budget at \$40,000 for capital and \$2,600 for operating.

FY2022 – Access drive rolled over at \$41,000 for capital and \$3,000 for operating.

Bid Results

An invitation to bid was published in *The News-Gazette*, placed on CPD's website and emailed to perspective bidders. The bids were opened and read aloud on February 25, 2022. The results are as follows:

BIDDER	BASE BID	Alternate 1
Duce Construction Company	\$ 58,675.00	\$ 10,500.00
A&R Mechanical Services, Inc.	\$ 65,627.00	\$ 25,494.51
Stark Excavating, Inc.	\$ 68,918.00	\$ 11,750.00
Mid Illinois Concrete & Excavation, Inc.	\$ 72,645.00	\$ 25,870.00
Feutz Contractors, Inc.	\$ 83,628.00	\$ 10,750.00
Wick Concrete	\$ 93,711.00	Recognized but not in scope of work

Budget Impact

A total of \$41,000 was allotted to the construction of this project.

Recommended Action

Staff recommends that the Board of Commissioners reject all bids due to being over budget and some bidders not meeting all bid specifications.

Prepared by:
Daniel Olson
Director of Operations

Reviewed by:
Joe DeLuce
Executive Director

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.



CHAMPAIGN PARK DISTRICT

REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 09, 2022

SUBJECT: Virginia Theatre HVAC Change Order Approval

Background

This change order request specifically addresses additional steel work that is required for a small section of the catwalk in the attic and service platforms for both of the outside roof top units. As part of the original scope of work, steel beams were added in both roof locations to carry the load of the new larger units. These beams had to be imbedded in the façade of the building in specific locations due to the location of other mechanical items on the roof the wall termination points for the roofing membrane and flashing. The additional work as recommended by the engineer and staff, will provide the necessary additional steel supports, grating, and hand railing around both units to add life-safety elements that will help protect individuals from fall hazards when accessing and servicing the units.

Previous Change orders:

Change Order 001- Labor and material to provide and install temporary A/C equipment for a one-month period. This change order was ratified by the Board of Commissioners on 7/28/21.

Change Order 002 (#1 revised)- Credit to change order #1, specifically for the reduction in the amount of electrical work needed.

Change Order 003 – Included additional electrical updates to the air handling room in the attic. This change order was signed by the Executive Director on 12/22/21.

Prior Board Action

The Park Board authorized the Executive Director to enter into an agreement with Reliable Plumbing and Heating at the April 28, 2021 meeting, for the HVAC upgrades at the Virginia Theatre.

Budget Impact

\$1,309,972 was budgeted for this project. The original construction contract amount was \$1,053,050. Change order #1 was \$63,998, change order #2 was a credit of \$16,610, and change order #3 was \$6,756. Change order #4 for the additional steel work is \$54,432. If this change order is approved, the overall project, including professional services and grant related fees, will be over budget by **\$8,892** and is recommended to be expensed from the contingency budget code: 16-01-001-61508-220001. However, we have been pre-approved to receive \$12,670.88 an Ameren Illinois energy incentive rebate.

Recommended Action

Staff recommends approval of a resolution authorizing change order #4, with Reliable Plumbing and Heating, for the additional steel work, in the amount of \$54,432.

Prepared by:

Reviewed by:

Bret Johnson
Assistant Director of Operations

Steven Bentz
Virginia Theatre Director

RESOLUTION

CHAMPAIGN PARK DISTRICT BOARD OF COMMISSIONERS

Virginia Theatre HVAC Construction Contract Change Order 4

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 Reliable Plumbing and Heating Co for construction of the Virginia Theatre HVAC upgrades, effective April 29, 2021; and

WHEREAS, Additional steel beams, grating, and handrailing is needed to safely access and service the air handling room and both outside rooftop condensing units; and

WHEREAS, Champaign Park District representatives, GHR engineers, and Reliable Plumbing and Heating determined that the costs associated with Change Order 4 are \$54,432.00; and

WHEREAS, Change Order 4 to the Construction Contract is germane to the original contract as signed, was not reasonably foreseeable at the time the contract was 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:

Change Order 4 to the Virginia Theatre construction contract is germane to the original contract and was not reasonably foreseeable at the time the contract was signed; and that in order to proceed in the best interests of the Champaign Park District; and as authorized by law and pursuant to the terms of the award, contract, and documents incorporated therein, staff and officials of the Champaign Park District are authorized to approve, ratify, and execute such change order as is reasonably necessary as otherwise described herein to conform and amend the awarded contract to undertake the actions necessary in order to complete the project as directed by the Board of Commissioners. Accordingly, the Change Order 4 and any actions or costs referenced therein or associated therewith are hereby approved, authorized, ratified, and confirmed for the sum set forth as follows:

Change Order 4 – extend gating surface by the ladder at the attic access, provide additional grating and railing for roof mounted RTU-1 and ACCU-1. See attached Change Order.

Total Change Order increase (this resolution)\$54,432.00

APPROVED, AUTHORIZED, and RATIFIED by the President and Board of Commissioners of the Champaign Park District effective as of the 09th day of March, 2022.

(SEAL)

APPROVED

Jarrod Scheunemann, Secretary

Kevin Miller, President

Champaign Park District

Virginia Theatre- HVAC Upgrade Log

CO Number	Date	Description- Study (NTE \$9,500)	Add	Deduct	Sum
0	9/17/2019	GHR Engineers and Associates			\$9,500

CO Number	Date	Description- Professional Services	Add	Deduct	Sum
0	10/6/2020	Original Contract – GHR Engineers and Associates Only up to 50% CD			\$67,879
001	01/06/2021	Modified Contract for Remainder of Design and Construction Admin. Included the addition of the east lobby RTU	\$ 62,415		\$130,294
002	07/16/2021	Reimbursement for duct lining investigation	\$1,327.09		\$131,621.09

CO Number	Date	Description- Construction (\$1,309,972 Budgeted)	Add	Deduct	Sum
0	6/1/2021	Original Contract – Reliable Plumbing and Heating Co			\$1,053,050
001	7/14/2021	Temporary A/C equip. rental and hookup for one month	\$63,998		\$1,117,048
(Revised #1) 002	8/30/2021	Temporary A/C – reduced electrical work		\$16,610	\$1,100,438
003	9/21/2021	Additional electrical upgrade	\$6,756		\$1,107,194
004	Pending	Additional steel work	\$54,432		

Study Amount: \$9,500

Professional Services Amount: \$131,621.09

Construction Amount: \$1,107,194

IDNR Awarded Grant Amount: (-\$750,000)

Grant & Audit Fees: \$8,000

Ameren Incentive Rebate Amount: (-\$12,670.88)

Current Change Order Amount (previous total for CO1-CO3): \$54,144



AIA Document G701 - 2017

Change Order

PROJECT: (name and address)
Virginia Theatre Auditorium
HVAC Upgrades
203 West Park Avenue
Champaign, Illinois 61820

CONTRACT INFORMATION:
 Contract For: **The Work**
 Date: **04/29/21**

CHANGE ORDER INFORMATION:
 Change Order Number: **4**
 Date: **02/22/22**

TO OWNER: (Name and address)

Champaign Park District
706 Kenwood Road
Champaign, Illinois 61821

ARCHITECT: (name and address)

GHR Engineers & Associates
1615 South Neil Street
Champaign, Illinois 61820

CONTRACTOR: (name and address)

Reliable Plumbing and Heating Co
1411 Interstate Drive
PO Box 8098
Champaign, Illinois 61826-8098

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.)

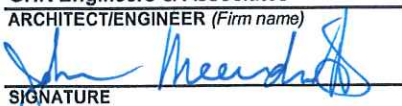
extend grating surface by the ladder at the attic access, provide additional grating and railing for roof mounted RTU-1 and ACCU-1

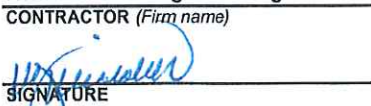
The original (Contract Sum) (Guaranteed Maximum Price) was	\$	1,053,050.00
Net change by previously authorized Change Orders	\$	54,144.00
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$	1,107,194.00
The (Contract Sum) (Guaranteed Maximum Price) will be increased by this Change Order in the amount of	\$	54,432.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$	1,161,626.00

The Contract Time will be increased as necessary
 The new date of Substantial Completion will be increased as necessary

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.

GHR Engineers & Associates
 ARCHITECT/ENGINEER (Firm name)

 SIGNATURE
 John Meerdink - Mechanical Design
 PRINTED NAME AND TITLE
 2/24/2022
 DATE

Reliable Plumbing & Heating Co
 CONTRACTOR (Firm name)

 SIGNATURE
 MQ Meislahn President
 PRINTED NAME AND TITLE
 2/22/2022
 DATE

Champaign Park District
 OWNER (Firm Name)

 SIGNATURE

 PRINTED NAME AND TITLE

 DATE

REVISED Request For Change Order

Date: 2/22/2022
 From: Reliable Plumbing and Heating Company
 1411 Interstate Drive
 PO Box 8098
 Champaign, Illinois 61826-8098

Project: Virginia Theatre Auditorium HVAC Upgrades
 203 West Park Avenue
 Champaign, Illinois

Description of Change Order: extend grating surface by the ladder at the attic access, provide additional grating and railing for roof mounted RTU-1 and ACCU-1

<u>Quantity</u>	<u>Item</u>	<u>Amount</u>	
	material	0.00	
	sales tax	0.00	
	permit fee	0.00	0.00
4 hour	labor		<u>369.00</u>
	subtotal		369.00
	mark up (15%)		55.35
	subcontracts: steel services		49,974.49
	mark up (5%)		2,498.72
	bond and insurance		<u>1,534.44</u>
	net add to contract for this change order		<u><u>54,432.00</u></u>

Our written receipt of authorization for this change order and change order amount will allow our company to initiate work for this change order and the work detailed. Our company requests an extension to the project completion date to allow for the completion of this change order. Should you have any questions, please contact our office.



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: March 9, 2022

SUBJECT: Approval of New Phone System

Introduction

Champaign Park District staff are seeking approval for the purchase of a new cloud-based phone system to be installed throughout the entire Park District. The new phone system will allow the Park District to better serve our community, offer more flexibility to staff, and lower the monthly phone bill.

Background

Thirteen (13) years ago, the Park District installed a Toshiba telephone system. This system has been an effective option, however, in 2017, Toshiba announced that they were closing their telecommunications division. In 2019, Toshiba stopped selling add-on phone lines and in 2021, service for Toshiba phones was discontinued.

Additionally, it is necessary to implement a new system across the Park District to ensure all staff and facilities are able to communicate seamlessly throughout the day, especially when considering Toshiba equipment will not be available to connect the new Marten's Center to the existing phone system.

Cloud-Based Phone Systems

Cloud-based phone systems use the internet, not a traditional land line, to complete phone calls. With this system, users have the ability to make calls from a physical phone, a computer, or even a cell phone associated with the work phone number through app-based software. The ability for staff to answer or transfer calls to a cell phone ensures an alternate backup option during an unlikely internet outage.

This new system offers multiple new features. Several beneficial features for staff and patrons include:

- Automated phone attendants
- Caller position and wait times
- Marketing opportunities
- One touch call transferring

Available Products

Staff reached out to three (3) different companies that offer cloud-based phone systems. Those companies include Heart Technologies, DNDC, and Peerless Networks. Heart Technologies proposed a platform called Ring Central, DNDC proposed Crexendo, and Peerless Networks proposed Call One.

All three (3) platforms offer similar services and features. DNDC was the only vendor that quoted first two months free and three-year and five-year contract agreements.

The following table displays the breakdown of expenses should the Park District purchase the phones upfront and choose to enter into a three (3) year contract or five (5) year agreement.

Option A	Heart Technologies	DNDC (2 months free)	Peerless Networks	Current
Phone & Hardware Cost	\$6,510	\$10,791.01	\$8,018	N/A
Monthly Reoccurring Cost (3-year contract)	\$2,991.17	\$1,536.37	\$2,386.40	\$3,488.45
Monthly Reoccurring Cost (5-year contract)	N/A	\$1,372.84	N/A	N/A
Yearly Contract Services	\$5,500	\$0	\$0	\$0
Total Cost (3-Year Contract)	\$119,692.12	\$52,236.58	\$93,928.40	\$125,584.20 (Projected at current rates)
Total Cost (5-Year Contract)	N/A	\$79,624.72	N/A	N/A

Table 1.

Table 2 (below) shows the breakdown for leasing or purchasing the phones throughout the term of the contract. (Not available through Heart Technologies)

Option B	Heart Technologies	DNDC (Phones are owned after 3 years, 2 months free)	Peerless Networks (Phones are leased)	Current
Phone and Hardware Cost	N/A	\$0	\$0	N/A
Monthly Reoccurring Cost (3-Year Contract)	N/A	\$1,740.33	\$2,631.40	\$3,488.45
Monthly Reoccurring Cost (5-Year Contract)	N/A	\$1,510.85	N/A	N/A
Yearly Contract Services	N/A	\$0	\$0	\$0
Total Cost (3 Year Contract)	N/A	\$59,171.22	\$94,730.40	\$125,584.20 (Projected at current rates)
Total Cost (5 Year Contract)	N/A	\$87,629.30	N/A	N/A

Table 2.

The Park District's current monthly reoccurring costs for telephone lines are \$3,488.45 or \$41,861.40 per year or \$125,584.20 every three years. Additionally, when the Toshiba phones require repair, staff purchase used phones and piece together the parts that are needed to complete the necessary repairs.

In addition to the cost of the new platform, the tech team requests an additional \$6000 for other potential upgrades to plan for items that may need to be upgraded or replaced in the transfer as well as headsets for staff who may no longer require a physical phone at their desk.

The Crexendo system through DNDC will not only meet all of staffs recommended features of the new phone system, but is also the most economical solution. Crexendo is the only company that provides a lifetime warranty on all physical phones that are purchased for desks or office spaces. It is also important to note that the Don Moyer Boys and Girls Club currently uses the Crexendo platform and our system will work seamlessly with theirs in the Marten's Center.

Recommended Action

Staff recommends that the Park District approve an agreement with DNDC to purchase and install the Crexendo system and to authorized the Executive Director execute the contract after review and approval by the Park District's legal counsel. Staff also recommend approval of \$6,000 for additional infrastructure upgrades.

Staff also requests the Board consider approval of either:

- Option (A), a three-year agreement that includes the purchase desk and office phones totaling \$63,027.65.
- Option (A), a five-year agreement that includes or option the purchase desk and office phones totaling \$90,415.73.
- Option (B) which includes a three-year lease-to-own plan for the necessary desk and office phones totaling \$59,171.22.
- Option (B) which includes a five-year lease-to-own plan for the necessary desk and office phones totaling \$87,629.30.

Prepared by:

Jarrold Scheunemann
Director of Administrative Services

Joe Kearfott
Assistant Director of Administrative Services

Reviewed by:

Joe DeLuce
Executive Director