



MEMORANDUM

TO: Jay Lerner, Executive Director
Waukegan Park District

DATE: May 7, 2020

SUBJECT: **Corrine J. Rose Park**
Splashpad Control Booth
Direct Purchase and Change Order Recommendation

The provision for an entrance control booth was not included in the direct purchase of the ROMTEC service and mechanical building. Staff and the design team have explored numerous design options to provide access control when the facility is open and an appropriate level of security when closed.

The recommended solution is 6 x 6 foot prefabricated structure located inside the access way. The structure is fully enclosed with windows on all sides. The building size is adequate to accommodate or 2 or 3 staff with computers. The window and gate arrangement would allow staff to monitor and control access. A schematic floor plan showing the basic layout and location of the booth is attached for reference. The exterior of the booth would be finished in the same applied stone veneer as other elements of the project.

The inclusion of this control booth would require the approval of a direct purchase of the prefabricated building components and a change order to the general contractor to install the structure. Proposals for the direct purchase and the installation are attached and summarized as follows.

Direct Purchase	\$ 31,280.00
Little Buildings, Inc.	
Quotation #Q20-0440 IL66, dated April 30, 2020	

Installation	\$ 34,240.22
Team Reil	
PCO #51, dated May 6, 2020	

The Team Reil proposal includes an alternate cost to provide excavation and concrete footings if required by local code. Once final documents are submitted and it is confirmed that the building can be supported on the concrete slab per the manufacturer's standard details, this cost can be credited back to the District.

Staff and the Design/Construct team have reviewed the proposals would recommend the Board's approval. Should you have any questions or need additional information, please do not hesitate to contact us.

The AT Group, Inc.

Jerry Aulisio
Principal

**WAUKEGAN PARK DISTRICT
RESOLUTION NO. 2016- _____**

A RESOLUTION AUTHORIZING A CHANGE ORDER TO THE CONTRACT

with
TEAM REIL INC,
for
ROSE PARK SPLASH PAD BID PACKAGE 2
at
CORRINE J. ROSE PARK

WHEREAS, the Waukegan Park District ("Park District") is a park district organized under the Illinois Park District Code, 70 ILCS 1205-1 et seq.; and

WHEREAS, Section 8-1(d) of the Illinois Park District Code authorizes park district boards to pass all necessary ordinances, rules and regulations for the proper management and conduct of the business of the board and district; and

WHEREAS, Section 5 of the Illinois Public Works Contract Change Order Act, 50 ILCS 525/5 requires that, if a change order necessitates an increase in the contract price or any subcontract price that is 50% or more of the original contract price, then the portion of the contract that is covered by the change order must be resubmitted for bidding in the same manner for which the original contract was bid; and

WHEREAS, Section 33E-9 of the Criminal Code applies to a change order or series of change orders which authorize or necessitate an increase or decrease in either the cost of a public contract by a total of \$10,000 or more or the time of completion by a total of 30 days or more; and

WHEREAS, during the course of completion of public works projects, from time to time there may be a need to consider and approve change orders to the contracts for those projects; and

WHEREAS, the Board of Park Commissioners of the Park District ("Board") previously approved and entered into a contract with Team Reil, Inc. on January 22, 2019, in the amount of \$ 5,041,418.20 ("Contract"), for work in connection with the Rose Park Splash Pad, Bid Package 2 at Corrine J. Rose Park; and

WHEREAS, the Board has reviewed the proposed change order to the Contract and the plan to provide installation and related work for the prefabricated control booth attached as Exhibit 1.

NOW, THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of the Waukegan Park District, as follows:

SECTION 1: The recitals set forth above are incorporated into this Resolution as the material findings of the Board of Park Commissioners.

SECTION 2: Board of Park Commissioners hereby find and determine that (1) the circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed; (2) the changes affected by the Change Order are germane to the original Contract as signed; and (3) the changes effected by the Change Order are in the best interests of the Waukegan Park District and are authorized by law.

SECTION 3: Board of Park Commissioners hereby further finds and determines it to be efficient, prudent, and that it is in the best interests of the Park District and its residents that the aforesaid Change Order be entered into and executed by the Park District, with said Change Order to be substantially in the form attached hereto and made a part hereof as Exhibit 1.

SECTION 4: This Resolution shall take effect immediately from and after its adoption and approval.

SECTION 5: This Resolution shall constitute the written determination required by Section 33E-9 of Article 33E of the Criminal Code of 1961.

SECTION 6: The written determination and the written change order resulting from that determination shall be preserved in the contract's file which shall be open to the public for inspection.

SECTION 7: If any portion of this resolution shall be determined to be invalid by a court of competent jurisdiction in the state of Illinois, the remaining portions of this resolution shall remain full force and effect.

SECTION 8: The Board President and the Board Secretary are hereby authorized and directed to execute said Resolution, on behalf of the Waukegan Park District.

PRESENTED to and **ADOPTED** by the Board of Park Commissioners of the Waukegan Park District by a roll call vote this _____ day of May, 2020.

Ayes: _____

Nays: _____

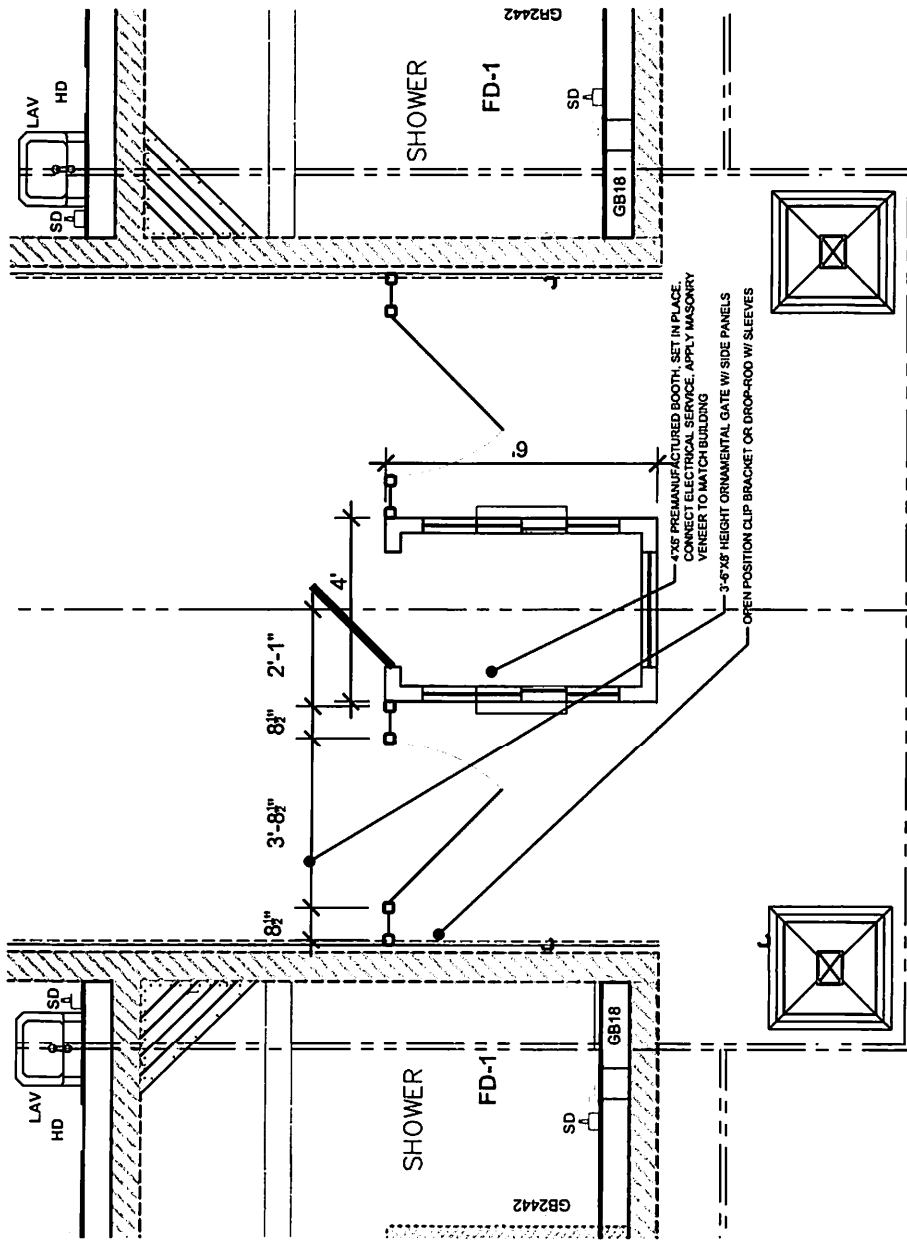
Abstain: _____

Absent: _____

President, Board of Park Commissioners
Waukegan Park District

ATTEST:

Secretary, Board of Park Commissioners
Waukegan Park District



Little Buildings, Inc.

161 Shafer Dr.
Romeo, MI 48065-4913
USA

Voice: 586-752-7100
Fax: 586-752-7108



QUOTATION

Quote Number: Q20-0430 IL66
Quote Date: Apr 30, 2020
Page: 1

Quoted To:
HITCHCOCK DESIGN GROUP 22 E CHICAGO AVE SUITE 200A NAPERVILLE, IL 60540

Ship To:
HITCHCOCK DESIGN GROUP NAPERVILLE, IL 60540

Customer ID	Good Thru	Payment Terms	Sales Rep
HITC0001	5/30/20	Net 10 Days	95

Quantity	Item	Description	Unit Price	Amount
1.00	LB66	LITTLE BUILDINGS MODEL #66 STANDARD BUILDING	30,110.00	30,110.00
1.00		COLONIAL UPGRADE		
1.00	LBI SSR	STANDING SEAM METAL ROOF		
1.00	LBOH00002	HEATER AND A/C COMBO		
1.00		READY TO BRICK EXTERIOR BELOW WINDOW LINE		
1.00	LBOINSUL	7'-6" CEILING, EXTRA INSULATION CEILING, WALLS, BASE		
1.00	LBOD00002	DOOR SWING- STEEL-UPGRADE		
2.00	LBOW0007	WINDOW CASHIER W/STAINLESS STEEL SHELF (EXTERNAL)		
1.00	LBOW00001	GLASS CLEAR INSULATED		
1.00	LBOW00008	LOW EMISSIVITY GLASS COATING		
1.00	LBOED	STAMPED ENGINEERED DRAWINGS		
1.00	LBOFR	FREIGHT:335 MILES, NO UNLOADING, NO ONSITE WORK	1,170.00	1,170.00
		Little Buildings leading construction- welded galvanized tubular steel unitized frame & panels for longest lasting service. Factory built, shipped set up & wired. At site just set, connect, & use!		
		Features: Standing seam metal roof, recess exterior wall panels, window muntins, swinging steel door w/lock, recessed painted steel counter w/storage drawer, tread plate floor, 4" elevated base with anchor tabs, insulated walls/ceiling/base, 3" canopy overhang, paint color of choice, & insul low e glass. Electric: L.E.D. light w/lens & wall switch, 1500W/120V. (1) 115V. GFCI convenience outlet(s) w/wiring to a wall mounted circuit box w/main. Customer provides 120/240V. single phase electric service w/proper ground.		
		Your state requires that the building must comply with building and energy		

THANK YOU FOR THE OPPORTUNITY! MAY WE HAVE YOUR ORDER?

CUSTOMER PHONE:

CUSTOMER FAX:

Subtotal	Continued
Sales Tax	Continued
TOTAL	Continued

Little Buildings, Inc.

161 Shafer Dr.
 Romeo, MI 48065-4913
 USA

Voice: 586-752-7100
 Fax: 586-752-7108



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HITCHCOCK DESIGN GROUP 22 E CHICAGO AVE SUITE 200A NAPERVILLE, IL 60540

Ship To:
HITCHCOCK DESIGN GROUP NAPERVILLE, IL 60540

Customer ID	Good Thru	Payment Terms	Sales Rep
HITC0001	5/30/20	Net 10 Days	95

Quantity	Item	Description	Unit Price	Amount
		<p>codes. If this is not applicable to you please inform us prior to order. Engineer stamped drawings included. 3rd party factory inspections, state approvals & insignias may be required and are available at extra cost prior to start of fabrication. These may necessitate changes to standard Little Buildings construction to meet codes. Please check with your local building authority to see what you may need before placing your order. Buildings cannot be altered or inspected once production has begun. Compliancy w/ codes & permits are the responsibility of the owner or installing contractor not manufacturer. Delivery times may be delayed.</p> <p>Terms: 30% deposit with order, balance Net 10 days after building completion w/approved credit. Due to the special nature of our products they are non-cancellable & non-returnable. WE ARE A MATERIAL SUPPLIER, not a subcontractor no retainage allowed. Credit card pmts 3% surcharge. Prices shown are f.o.b. factory, freight additional. Buildings ship when complete & 3rd party common carrier is available - no unloading or on site work. Sales tax please pay direct if applicable.</p>		

THANK YOU FOR THE OPPORTUNITY! MAY WE HAVE YOUR ORDER?

CUSTOMER PHONE:

CUSTOMER FAX:

Subtotal	31,280.00
Sales Tax	
TOTAL	31,280.00

Team REIL, Inc.
 17421 Marengo Road
 Union, Illinois 60180
 Phone: 815-923-4321
 Fax: (815) 923-4303

Project: 12635 - Rose Park Development
 416 South Lewis Avenue
 Waukegan, Illinois 60085

DRAFT

Prime Contract Potential Change Order #051: CE #78 - New Ticket Booth Design 6' x 6'

TO:	Waukegan Park District 1324 Golf Road Waukegan Illinois, 60087	FROM:	Team REIL, Inc. 17421 Marengo Road Union Illinois, 60180
PCO NUMBER/REVISION:	051 / 0	CONTRACT:	1 - Rose Park Development Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Jonathan Poff (Team REIL, Inc.)
STATUS:	Draft	CREATED DATE:	5/6 /2020
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:	Sitework	ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$34,240.22

POTENTIAL CHANGE ORDER TITLE: CE #78 - New Ticket Booth Design 6' x 6'

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #78 - New Ticket Booth Design 6' x 6'

We have been provided with a new ticket booth design.

Pricing is for 6' x 6' booth.

All pricing is based on the drawings provided by Hitchcock Design Group.

Pricing is subject to change based on City review of documents

ATTACHMENTS:

#	SubJob	Description	Type	Amount
1	N/A	Unload and Install Labor	Labor	\$ 698.74
2	N/A	Unload and install Equipment	Equipment	\$ 250.00
3	N/A	Install Masonry cultured stone on ticket Booth	Subcontracts	\$ 12,756.49
4	N/A	Electrical hook up of ticket booth new circuit run in existing conduit	Subcontracts	\$ 970.00
5	N/A	Install 8' ornamental gates in place of six foot gates originally bid. additional hardware for ne configuration. includes coring and concrete	Subcontracts	\$ 4,725.00
6	N/A	Demo slab and pour new slab level for ticket booth to set on	Subcontracts	\$ 1,540.00
7	N/A	ALTERNATE #1 - Concrete footings and excavation as shown in drawings if required by city review	Subcontracts	\$ 7,520.00
Subtotal:				\$28,460.23
Bond: 1.10% Applies to all line item types.				\$ 313.06
OHP: 19.00% Applies to all line item types.				\$ 5,466.93
Grand Total:				\$34,240.22

