

LINCOLNWOOD PARKS & RECREATION BOARD MEETING
Tuesday, March 12, 2013, 7:00 pm
Village Hall-Council Chambers

AGENDA

- I. Call to Order
- II. Approval of Minutes of February 12, 2013 meeting
- III. Public Input/Communication from the Public
- IV. Old Business
 - a. Turkey Trot Report Presentation
- V. New Business
 - a. Skate Spot at Springfield Park
- VI. Chairperson's Report
- VII. Commissioner's Report
- VI. Director's Report
- VII. Staff Reports

Posted: March 8, 2013



Lincolnwood Park and Recreation Board Meeting
Lincolnwood Village Hall – Council Chambers
February 12, 2013
Draft Minutes

CALL TO ORDER

The meeting was called to order at 7:01 P.M.

PRESENT AT MEETING

Park Board Members: Demerise Gratch, Gail Ito, Laura Tomacic, Sarah Hardin

Parks and Recreation Department Staff: Jan Hincapie, Jan Springer, Andrew Thurman, Katie Smith

Village Board Liaison: John Swanson

Audience: David Spector, 3924 W. Arthur

APPROVAL OF MINUTES

On motion Ito/Tomacic to approve the meeting minutes of the January 8, 2013 meeting. 4-0, motion passed.

Hincapie: Village Board approved contract with E Town tennis with a unanimous vote in favor. Appreciate your support. Staff is looking forward to a new era of tennis in Lincolnwood.

AUDIENCE PARTICIPATION

None

LETTERS TO THE DEPARTMENT

None

OLD BUSINESS

A. 2013-2014 Draft Budget Summary

Hincapie presented overview of entire department budget. Budget workshop with the Village Board is tomorrow evening (2/13) starting at 6pm; all are welcome to attend. Non-resident pool passes may be discussed. Have budgeted for 2000 non-resident passes in 2013-14 draft budget.

B. Draft Five Year Capital Plan

Hincapie presented draft five year plan. This is updated annually. Included in the 2013-14 budget – bike paths, Drake playground replacement, kiddie pool slide.

Ito: Thank you for this information. This is exactly what I was asking for. In the future, can you present this a little bit earlier? I think staff is doing a fabulous job.

Hincapie: Absolutely. Budgets are entered around Christmas followed by budget meetings with the Village Manager and the budget team in January. The budget workshop with the Village Board is always mid-February. Things can change during the process.

Hincapie: Does anyone remember when the Sculpture Committee was formed if it was mandatory that representatives members of the Park Board?

Ito: Yes

Gratch: Yes, the reasoning behind it was that without representatives from the Park Board, the committee may place sculptures in parks where they may be safety hazards or conflicts with other park amenities.

Ito: Judy Richards started the Sculpture Committee prior to 1999 when I started on the Park Board. It may have been early 1990s or before. Mary Couzin may have some information.

Hincapie: The committee may need to reconvene. There is a gentleman interested in donating a sculpture to the Village. Former Park Board member Judy Snyder's position will need to be filled.

NEW BUSINESS

None

CHAIRPERSON'S REPORT

None

COMMISSIONERS' REPORT

None

DIRECTOR'S REPORT

As noted in report. Staff will be working on the accreditation process again. If you are available we can use clerical help with the process – copying minutes, etc.

STAFF REPORTS

- A. SUPERINTENDENT OF RECREATION – JAN SPRINGER**
Our Facebook contest resulted in 333 likes! Will present the Turkey Trot report in March.
- B. SUPERINTENDENT OF PARKS AND FACILITIES – ANDY THURMAN**
Please note field rental information in report. Feel the fees we will be charging are in line with the market rate for field rentals with communities in the area.
Ito: What is the maintenance cost associated with field rentals?
Thurman: Requires staff to line and chalk the fields, plus turf maintenance products, lighting, etc.
- C. COMMUNITY CENTER PROGRAM SUPERVISOR, KATIE SMITH**
American Camp Association (ACA) meeting has been rescheduled for March. Hiring process for camp staff has started.
Gratch: Will the 18 years of age requirement mandated by ACA be problematic?
Smith: No. We transitioned last year's hires knowing this requirement. The bulk of our returning staff are all 18 years of age and over.
Thurman: We are also hiring for pool positions and the part-time clerk/receptionist.
- D. COMMUNITY OUTREACH COORDINATOR, GENELLE IOCCA**
As noted in report.
- E. YOUTH PROGRAMS COORDINATOR, MELANIE UNTERFRANZ**
As noted in report.

ADJOURNMENT

On motion, Ito/Tomacic to adjourn the meeting at 8:00 P.M.
Park Board Minutes prepared by: Jan Springer, Superintendent of Recreation

Park and Recreation Board President:

Signature

Date

MEMORANDUM

To: Jan Hincapie, Director of Parks and Recreation
From: Jan Springer, Superintendent of Recreation
Date: February 12, 2013
Subject: 2012 Turkey Trot Final Report

The November 18, 2012 Turkey Trot was one of our most successful events to date with 1,853 total participants, 65 volunteers and 40 sponsors. This comprehensive report outlines the event including feedback from participants and recommendations from staff for next year's race.

Registration/Marketing

After receiving numerous complaints about the difficulty with registering online via RecTrac, we decided to partner with the Active Network for online registration. Active does not charge the event or agency to accept online registration. Rather, they pass the nominal cost on to the registrant at check-out. I am pleased to report that we did not receive one complaint about the online registration fee.

Participants came from near and far to run the Lincolnwood Turkey Trot. In addition to our great state of Illinois, racers represented California, Colorado, Florida, Iowa, Idaho, Indiana, Michigan, Ohio, Oklahoma, Pennsylvania, Texas, Washington and Wisconsin. We had 1,281 participants register online via Active Network, or 69% of our total participation.

To boost enrollment, we offered a "Schwaggle" for the first in event history. A Schwaggle is a "deal-of-the-day" program offering exclusive fitness-related products and services for the active consumer. Our "Schwaggle" offered a total of 200 entries for the 5K/10K at 50% off. We sold all 200 entries in less than a 24-hour period.

This year's marketing efforts included:

- Active "Schwaggle" online "deal-of-the-day"
- Active "Instant Ads"
- Chicago Area Runners Association (CARA) Six Drumstick Series promotion
- Save the date postcards
- Chicago Athlete - 1/3 page ad x 2, dedicated email blast, eNews advertisement
- Village website
- Press releases
- Facebook
- Constant Contact emails
- Banner over Pratt Avenue
- Fall brochure
- Turkey mascot to schools
- Flyers to schools
- Postcards in area race packets
- Postcards in Skokie/Morton Grove Park District facilities
- Online race calendars
- Promotion at Fridays for the Family at Lincolnwood Town Center

Packet-Pick Up

Staff saw a need for change in the packet pick-up process. In the past, it took an incredible amount of staff time and money to assemble the race packets. This year's "packet" was a reusable sport sack with the Turkey Trot logo imprinted on the front. Instead of making paper copies of documents, electronic copies were posted on the Village website for things like course and site maps, frequently asked questions, etc. "Packets" were pre-assembled with race bibs assigned and alphabetized in advance. When a pre-registered participant came in to pick up their packet, staff was able to easily pull a sport sack, look up their alphabetized race bib and appropriate size running shirt. The process ran much smoother and saved a considerable amount of staff time and cost.

The alphabetized bins were transported to the race day registration tent on Sunday morning. Pre-registered participants were able to give their name to day-of volunteers to receive their packet using the same system staff used in the office. We will continue to use this system, making some minor modifications to the process for 2013.

Technical Running Shirts

Marathon Sportswear supplied race and volunteer shirts for this year's event. In an effort to save money, the Drumstick Dash and volunteer shirts were cotton long-sleeve T-shirts instead of the technical shirts. A4 was the race shirt brand ordered for a second year. We did receive complaints from participants that the shirts had a bad odor. We will look to price out a different brand for 2013 but continue with a moisture-wicking product.

Course

The course did not change from 2011. Staff is looking at making changes in 2013 or 2014 to make the course safer and more appealing to runners at the time the TAC (The Athletic Congress) course certification expires. The closing of Illinois Department of Transportation and other major roads (Lincoln, Pratt, Cicero) impede staff's ability to make drastic changes, but all possibilities will be considered for both the 5K and 10K courses.

Lakeshore Athletic Services timed the event once again. LAS provided the following services: start/finish line management, ChronoTrack timing, B-Tag preparation, visual display clocks on course (6), finish line clock, start/finish shoots, sound system and generator. Staff has been very pleased working with LAS. They are extremely professional and knowledgeable of the race community.

Site Layout

Staff updated the site layout (See Exhibit A) this year, shifting everything closer to the start line just northeast of the Lunt/Kostner intersection. Our new 40' x 40' tent housed race day registration, packet pick-up, gear check and Niles Township Food Pantry donations. The tent was positioned next to the start line. There was also enough room under the tent to have Lakeshore Athletic Services staff set up their work station. This worked out well and eliminated the need for a registration runner. By owning the tent, we were also able to save money by not renting this size tent for the event.

The band was positioned between the 40' x 40' tent and the large sponsor tent along Kostner. Picnic tables were positioned in this area to allow participants a place to gather before/after the race. The coffee and hot chocolate trucks were parked in this general area with the porta-potties lined up along the walkway.

The sponsor tent was erected parallel to Kostner Avenue. Loeber Motors displayed a vehicle at the entrance to the tent. Sponsors were positioned inside the tent for participants to visit after the race. The shelter was not used this year.

Drumstick Dash

The Drumstick Dash continues to be popular with our youngest athletes. This year's field of runners totaled 109! Distances were reduced to two; 100 yards for eight years of age and under and 200 yards for nine years of age and up. Goody bags and long-sleeve cotton t-shirts were given to every participant as well as a finisher medal and #1 race bib.

The finish line is used for the start of the Drumstick Dash. This posed a problem this year as runners/walkers were still finishing the race when the Drumstick Dash was starting. Additionally, parents of Drumstick Dash participants crowded the area taking photos and congratulating their racers. It was difficult to clear the course for subsequent heats. Staff is considering moving the Drumstick Dash to inside Proesel Park and fencing off the course to combat some of these safety issues.

Volunteers

Sixty-five volunteers were secured for this year's race. Forty-five volunteers were assigned to course positions (water stations and course marshals). Lincolnwood Baseball Association, Boy Scouts and District 219 Honor Society manned the water stations. Twenty volunteers worked in a site role (race day registration, packet pick-up, gear check, etc.). Orientation was held under the shelter at 6:20AM for site volunteers and 7:15AM for course volunteers.

Staff received positive feedback related to the quantity and quality of volunteers working the event this year. For 2013, staff will hold a third training specific for race day registration and packet pick-up volunteers since these roles involve following a specific process. Volunteer captains will also be recruited and trained to further enhance the event.

Sponsorships

Forty area businesses helped sponsor the Lincolnwood Turkey Trot. Categories included: VIP (\$2000+), Diamond (\$1000+), Gold (\$600+), Silver (\$300) and in-kind donations (product). Eighteen sponsors were on-site with a table, tent, truck or product. Total monetary sponsorship was \$12,600; in-kind donations totaled \$8,500 for a sponsorship grand total of \$21,100.

The following is a breakdown by sponsorship category: VIP – Concentra Primary Care, Lincolnwood Town Center Mall; Diamond – Lifeway Foods, Loeber Motors, Lou Malnati's Pizza, MB Financial Bank, NorthShore HealthSystem, One Drink, Republic Bank, Stewarts Coffee; Gold – Accelerated Rehabilitation Centers, Hampton Inn and Suites, Lincolnwood Chamber of Commerce, Nicor Gas, Nora Medical Group, Swedish Covenant Hospital, Voss Belting and Specialty Company; Silver – Advanced Plastics Corporation, Children's Care and Development Center, Client First Consulting Group, LLC, Halogen Supply Company, Nu Toys Leisure Products, Olive Garden, Olympia Group, Peak Performance, Sauganash Wellness Center, The North Face, Weiss Properties; Donations – ATF, Chipotle Mexican Grill, Gorilla Tango, Haagen Dazs, Lululemon, Monastero's Ristorante, Outback Steakhouse, Scott Miller, DDS, Sports Authority and Taste of Cuba.

Race Charity

The Niles Township Food Pantry was this year's Turkey Trot charity. Online registrants were able to make a donation through Active. Thirty-four donations were collected totaling \$323.00. Non-perishable food items were collected on race day. By making a donation, participants were

registered in the post-race raffle. In addition, another \$90.00 was collected for the food pantry bringing the monetary donation to \$413.00.

Awards

Trophies were ordered from Crown Trophy in Skokie. We spent \$795 this year on awards. This includes plaques for top overall winner in 5K and 10K and top Lincolnwood finisher in 5K and 10K. Staff was able to keep costs down by purchasing new plates for trophies that were not picked up in past years. Drumstick Dash medals were also ordered from Crown Trophy. By ordering enough medals for two years, staff saved money on this purchase.

Budget

Below is a budgetary breakdown for the 2012 Turkey Trot. Salaries included in the full time category are: 10% Superintendent of Recreation, 10% Clerk/Receptionist and 10% Community Outreach Coordinator. The seasonal hourly category includes 10% seasonal office staff only.

Description	2012-13 Budget	2012-13 Actual	*FY2013-14 Budget
Pre-Registered Entries	\$46,500	\$43,000	\$42,000
Race Day Registration Entries	3,000	4,700	4,000
Sponsorship	15,000	12,600	15,000
2011 Shirt Sales	0	90	0
Total Revenue	\$64,500	\$60,390	\$61,000
Wages – Full-Time	7,000	7,000	7,050
Wages – Seasonal Hourly	2,900	2,900	2,900
Employment Contributions	2,572	2,572	2,644
Personnel Services	\$12,270	\$12,270	\$12,594
Purchased Program Services	13,175	9,000	9,350
Advertising	1,000	1,000	2,000
Equipment Rental	5,200	4,800	5,500
Printing/Copying Services	500	500	600
Awards	1,000	900	1,000
Concessions and Food	1,500	1,500	1,950
Program Supplies	17,650	17,650	17,150
Postage	0	0	600
Commodities	\$40,025	\$35,350	\$38,150
1/4 40 x 40 Tent	2375	2425	0
Total Expenses	\$52,295	\$47,620	\$50,744
Net	\$12,205	\$12,770	\$10,256

*Proposed FY2013-14 Budget

Survey Results

(See Exhibit B)

2013 Recommendations

The following recommendations came out of our “2012 wrap-up” meeting.

- Give turkey hats to Drumstick Dash participants instead of t-shirts
- Move race-day Drumstick Dash registration to Drumstick Dash start line
- List Drumstick Dash as a separate program in the fall brochure
- Further divide the alphabet up for packet-pick up (i.e. A-E, F-J, K-O, P-S, T-Z)
- Have a separate orientation for race day registration and packet pick-up volunteers
- Discontinue checking off participants at packet pick-up
- Consider a second location for packet pick-up (running store)
- Have bottled water at finish line
- Discontinue water at start line
- More water stops along course
- Move gear check out of race day registration and packet pick-up tent
- Advertise the course closes at a specific time to allow cars to enter route
- Walkers walking the 10K need to be told to move to sidewalks for safety purposes
- On registration form list FIRST NAME, LAST NAME
- On registration form delete “office use only” box
- Add XS and XXL adult shirts to the order
- Increase packet mailing fee to \$12
- Consider using Twitter to advertise
- Have coffee available for volunteers at 6AM
- Add the fire using fire pit in a new area
- Rethink placement of 40 x 40 tent to avoid long lines
- Increase porta-potties by five
- Keep hot chocolate and coffee trucks together
- Move the warm-up to the area near picnic tables/band
- Send information to residents along the route encouraging them to cheer
- Rework course; dangerous/not accurate
- Increase course volunteers and staff
- Staff a volunteer on bike to follow last runner
- Encourage sponsors to form running teams
- Continue with ‘sport sacks’
- Consider opening sides of sponsor tent
- Move stretching and massage out of sponsor tent
- Reposition REI if they return to avoid congestion
- Consider two smaller tents rather than one large one to break up sponsors
- Hang banners on the outside of the sponsor tent instead of inside
- Approach the Chamber about working the beer tent/truck
- Use tagline “official kickoff to the holiday season” on all promotional materials
- Consider a nice medal instead of trophies for winners
- Sell Turkey Trot ski hats
- Allow team registrations
- Encourage participants to dress in costume
- Continue partnering with Active Network for online registration
- Try to have Active set up shirt sizes in reporting tools
- Continue offering “Schwaggle” or similar incentive
- Secure Niles North/West cheerleaders and marching band for route

Turkey Trot 2012



Exhibit B

2012 Turkey Trot Survey Results

Please rank the following:							
Answer Options	Poor	Fair	Good	Excellent	Outstanding	Rating Average	Response Count
Adequacy of information in brochure	0	8	62	108	43	3.84	221
Adequacy of online, website information	1	16	64	95	45	3.76	221
Ease of registration	0	6	42	98	74	4.09	220
Directions to race	0	3	39	101	74	4.13	217
Parking	3	10	44	94	69	3.98	220
Course description	2	7	42	106	64	4.01	221
Gear Check	0	6	62	73	50	3.87	191
Ease of Packet Pickup	1	6	24	94	94	4.25	219
Toilet facilities	12	28	72	66	32	3.37	210
Water/Aid Stations	28	33	67	70	23	3.12	221
Traffic control/course marshals	2	7	42	91	79	4.08	221
Post-race food and fluids	31	26	44	61	58	3.40	220
Prompt online race results	17	24	49	77	50	3.55	217
answered question							223
skipped question							1

If Pre-Registered, did you receive the t-shirt size requested?		
Answer Options	Response Percent	Response Count
Yes	95.4%	209
No	4.6%	10
answered question		219
skipped question		5

Was a course map readily available online, in the goody bag, or at the race?		
Answer Options	Response Percent	Response Count
Yes	93.2%	206
No	6.8%	15
answered question		221
skipped question		3

Exhibit B

Did the race start on time?		
Answer Options	Response Percent	Response Count
Yes	99.1%	219
No	0.9%	2
<i>answered question</i>		221
<i>skipped question</i>		3

Was each mile point of the race clearly marked?		
Answer Options	Response Percent	Response Count
Yes	95.4%	209
No	4.6%	10
<i>answered question</i>		219
<i>skipped question</i>		5

Was there a digital clock or a person calling split times at every mile?		
Answer Options	Response Percent	Response Count
Yes	80.3%	175
No	19.7%	43
<i>answered question</i>		218
<i>skipped question</i>		6

Was the course, in your estimate, accurate?		
Answer Options	Response Percent	Response Count
Yes	98.1%	211
No	1.9%	4
<i>answered question</i>		215
<i>skipped question</i>		9

Exhibit B

If you needed medical attention, please rate the following:							
Answer Options	Poor	Fair	Good	Excellent	Outstanding	Rating Average	Response Count
Availability of medical aid	0	4	10	7	3	3.38	24
If poor or fair, please explain							6
Satisfaction with service	2	1	9	11	5	3.57	28
If poor or fair, please explain							3
answered question							32
skipped question							192
What motivated you to run this race?							
Answer Options	Response Percent		Response Count				
Cause/charity	9.1%		20				
Close to home	68.0%		149				
Quality race	30.6%		67				
CARA recommended/CARA competition	7.8%		17				
Entry fee	12.8%		28				
Course	15.5%		34				
Other, please specify	31.5%		69				
answered question							219
skipped question							5

How did you hear about this race?		
Answer Options	Response Percent	Response Count
CARA/CARA website/CARA Race Calendar	13.2%	29
Previous participant	51.4%	113
Chicago Athlete website/magazine	4.1%	9
Competitor website/magazine	4.1%	9
Friend/relative	21.4%	47
Flyer/poster/brochure/mailing	10.9%	24
Cause/charity	0.0%	0
Other, please specify	12.3%	27
answered question		220
skipped question		4

Exhibit B

What did you like about this race?		
Answer Options	Response Percent	Response Count
Course	54.3%	119
Goodie Bag	18.7%	41
Post-race food	26.5%	58
T-shirt	42.0%	92
Just an overall well-run race	72.1%	158
Cause or charity (if applicable)	5.9%	13
Awards	5.0%	11
Scenery	14.6%	32
Other, please specify	8.7%	19
answered question		219
skipped question		5

How many miles did you travel to the race?		
Answer Options	Response Percent	Response Count
1 - 10 miles	73.8%	163
11 - 20 miles	17.2%	38
21 - 30 miles	2.3%	5
31 - 40 miles	3.6%	8
41 + miles	3.2%	7
answered question		221
skipped question		3

Would you run this race again?		
Answer Options	Response Percent	Response Count
Yes	96.3%	211
No	3.7%	8
Why or why not?		60
answered question		219
skipped question		5

Overall, please rate this race:							
Answer Options	Poor	Fair	Good	Excellent	Outstanding	Rating Average	Response Count
	1	11	46	103	60	3.95	221
answered question							221
skipped question							3

Exhibit B

Positive feedback received via text from survey:

- Well organized! I really appreciated that the mile markers were clearly labeled and that time clocks were present. The course marshals seemed very friendly, helpful, and supportive.
- Thank you! This was such a well-organized race and a wonderful experience.
- Great job, Lincolnwood!!!
- Very good race! Nice job, fellas and ladies!!!!
- I had a blast running this race...was my first 5K run at an event.
- The race had many really great sponsors.
- The Turkey Jive was especially motivating and inspirational.
- I love it! And since the Chicago Turkey Trot has been whittled to a 5K and costs way more I'm doing Lincolnwood Turkey Trot from now on instead of that one.
- Great race -- always a good cap to the racing season. After that, I go into winter hibernation.
- Can't wait for next year.
- Overall, this is definitely an outstanding race. I recommend announcing the top 3 overall finishers, as well as the top 3 in each age group. It will drum up more interest during the award ceremony, and it will give runners age group goals to strive for next year. It will also increase awareness in the raffle.
- I had a wonderful time and the weather was amazing!
- MORE WIND GYPSYS!! This is the third year, and they have outlasted every other performer at the race! Let's have these guys go as long as there is the race!!
- This race has become an annual tradition for many of our family members, friends, and running group. It is our favorite race of the year.
- It's one of my favorite races.
- It was a great/do-able course and there were tons of things to eat/take/do before/after the race so it was a very memorable way to mark my 1st ever 5K!
- Most enjoyable race in the Chicagoland area! Great course, easy to park, great start time, great volunteers...need I go on?
- It was a beautiful route, well-run, and not too overcrowded.
- Very well organized!!!
- I really enjoyed this race! It is very well organized and the size is manageable. It was easy to get to and park.
- Nice swag, nice t shirt, close to home
- Well run, competent and staff, manageable participant size.
- The band was a lot of fun!
- Best organized race in Chicagoland area. Your organizers could offer valuable advice to the Perfect 10 and Hot Chocolate organizers.
- City races are often stressful with crowds & parking -this was a really well-organized, fun community race & was impressed with the post-race treats!

Constructive criticism received via text from survey:

- Should have been more water stations; were only 2 for the 10K race. Water was warm. No Gatorade. No water/Gatorade at the end of the race.
- Preregistered runners were not able to get the t-shirt size they requested.
- Course was not too interesting and had no water at finish.
- Great race but water stations were not evenly distributed and organized.

Exhibit B

- Safety: I had several instances where the neighborhood residents had difficulty allowing runner the right-of-way.
- The kids' Drumstick Dash could be much improved. The race started at the finish line when runners were still finishing. Parents crowded the street leaving little room for the little kids to run. The race is adjacent to a wonderful, huge, open park which would be a much better location allowing the kids to spread out and not crowd the start/finish line. Many parents were having trouble finding their kids due to the crowding which would have been a non-issue in the wide-open park. Next year, we'll pass on the kids' run if it's not moved.
- Clocks for mile markers were easy to miss; would've liked them a little better marked.
- Tough in the last mile for 10K runners merging with 5K runners
- The water stations were the only negative. The cups were too small and they could have benefitted from having more volunteers handing out water.
- Not enough water at the finish line. After race food was not as good as previous years. Well run race and good management of course
- Would sure love a women's shirt. I have never been able to wear the race shirt- a man's shirt does not fit me.
- Shirts had an odor about them.
- Toilets and water need improvement for 2013, otherwise, great job!
- Great race, but the 10k needed more water stations.
- Would like to have a finishers' medal.
- Have a bigger tent for all the post-race goodies/services - there was a lot to see/do but not enough room for all lines of people waiting to see/do them... ;-)

Request For Board Action

REFERRED TO BOARD: March 19, 2013

AGENDA ITEM NO:

ORIGINATING DEPARTMENT: Parks and Recreation Department

SUBJECT: Approval of a Recommendation by the Park and Recreation Board to Adopt a Resolution Awarding a Bid Through the National Joint Powers Alliance Purchasing Cooperative Program, Contract #081910, for the Purchase and Construction of a Skate Spot at Springfield Park, from American Ramp Company of Joplin, MO in the Amount of \$57,441.10

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Parks and Recreation Playground Replacement Program was instituted in 2005. This program is designed to renovate existing parks that have become unsafe or obsolete. So far, Kenneth, Kildare, Rossi, Goebelt and Columbia parks have been improved. The Village Board approved \$120,000 in the 2012-2013 budget to replace Springfield Park playground. After an extensive public input process, the bid was awarded to Hacienda Landscaping in the amount of \$61,784. The lowest, responsible bid came in considerably lower than budgeted, partially because the public chose a lower cost structure with fewer amenities and because of the competitiveness of the project.

In 2009 a Skate Park Task Force was formed to study the possibility of developing an area for skating in the community. A request from the public precipitated the forming of this group. The Task Force, made up of youth and adults from the community and staff liaison Dan Malartsik, visited a variety of skate areas, analyzed skating options and trends, and then completed a survey of area youth and adults. Over 95% of the 126 surveys collected supported a skate area in Lincolnwood. A presentation was made to the Board recommending a skate spot in Springfield Park. A skate spot, versus a skate park, is an area designated within an existing park for skate amenities, rather than a park designated solely for skating.

At the direction of the Park Board, staff contacted members of the Skate Park Task Force from 2009 to review options developed by the American Ramp Company. Their recommended sign is attached. The anticipated completion date for the project is April 30, 2013.

FINANCIAL IMPACT:

\$120,000 is in the park construction and improvement portion of the Park Maintenance budget, with \$61,784 previously allocated for the playground replacement project at Springfield Park.

DOCUMENTS ATTACHED:

1. Proposed Resolution and Agreement
2. Unapproved minutes of the March 12, 2013 Park and Recreation Board meeting
3. Skate Park Task Force Report
4. American Ramp Company Bid Documents
5. American Ramp Company Skate Spot Design for Springfield Park
6. National Joint Powers Alliance Cooperative Purchasing Contract

RECOMMENDED MOTION:

Move to approve a Resolution awarding a bid through the National Joint Powers Alliance (NJPA) cooperative purchasing program (Contract #081910) for the purchase and construction of a skate spot at Springfield Park to American Ramp Company of Joplin, MO in the Amount of \$57,441.10

**CONTRACT BETWEEN
VILLAGE OF LINCOLNWOOD**

AND

AMERICAN RAMP COMPANY

**FOR THE CONTRACT FOR THE
2013
CONSTRUCTION AND INSTALLATION OF A
SKATE SPOT IN SPRINGFIELD PARK**

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CONTRACTOR'S CERTIFICATION

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APPENDIX 1 - Prevailing Wage Ordinance

In consideration of the mutual promises set forth below, the VILLAGE OF LINCOLNWOOD, 6900 North Lincoln Avenue, Lincolnwood, Illinois, 60712; (*"The Owner"*), and _____ **NAME AND ADDRESS OF SUCCESSFUL BIDDER**, a _____ **TYPE OF ORGANIZATION** (*"Contractor"*), make this Contract as of the _____ day of _____, 2013, and hereby agree as follows:

ARTICLE I
THE WORK

1.1 Performance of the Work

Contractor shall, at its sole cost and expense, provide, perform, and complete all of the following, all of which is herein referred to as the "Work":

1. Labor, Equipment, Materials, and Supplies. Provide, perform, and complete, in the manner described and specified in this Contract, all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data, and other means and items necessary to accomplish the Project at the Work Site, both as defined in Attachment A, in accordance with the specifications attached hereto as Attachment B, the drawings identified in the list attached hereto as Attachment C4, **and the Special Project Requirements attached hereto as Attachment D.**

2. Permits. Except as otherwise provided in Attachment A, procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith.

3. Bonds and Insurance. Procure and furnish all Bonds and all certificates and policies of insurance specified in this.

4. Taxes. Pay all applicable federal, state, and local taxes.

5. Miscellaneous. Do all other things required of Contractor by this Contract, including, without limitation, arranging for utility and other services needed for the work and for testing, including the installation of temporary utility lines, wiring, switches, fixtures, hoses, connections, and meters, and providing sufficient sanitary conveniences and shelters to accommodate all workers and all personnel of The Owner engaged in the Work.

6. Quality. Provide, perform and complete all of the foregoing in a proper and workmanlike manner, consistent with the highest standards of professional and construction practices and in full compliance with, and as required by or pursuant to, this Contract, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged and first quality equipment, materials, and supplies.

1.2 Commencement and Completion Dates

Contractor shall commence the Work not later than the “Commencement Date” set forth on Attachment A and shall diligently and continuously prosecute the Work at such a rate as will allow the Work to be fully provided, performed, and completed in full compliance with this Contract not later than the “Completion Date” set forth in Attachment A. The time of commencement, rate of progress, and time of completion are referred to in this Contract as the “Contract Time.”

1.3 Required Submittals

A. Submittals Required. Contractor shall submit to The Owner all documents, data, and information specifically required to be submitted by Contractor under this Contract and shall, in addition, submit to The Owner all such drawings, specifications, descriptive information, and engineering documents, data, and information as may be required, or as may be requested by The Owner, to show the details of the Work, including a complete description of all equipment, materials, and supplies to be provided under this Contract (“***Required Submittals***”). Such details shall include, but shall not be limited to, design data, structural and operating features, principal dimensions, space required or provided, clearances required or provided, type and brand of finish, and all similar matters, for all components of the Work.

B. Number and Format. Contractor shall provide three complete sets for each Required Submittal. All Required Submittals, except drawings, shall be prepared on 8-1/2 inch by 11-inch paper. Two blue-line prints and one sepia transparency of each drawing shall be provided. All prints of drawings shall be folded to 8-1/2 inches by 11 inches, or less. All drawings shall be clearly marked in the lower right-hand corner with the names of The Owner and Contractor.

C. Time of Submission and the Owner's Review. All Required Submittals shall be provided to The Owner no later than the time, if any, specified in this Contract for their submission or, if no time for submission is specified, in sufficient time, in the Owner's sole opinion, to permit The Owner to review the same prior to the commencement of the part of the Work to which they relate and prior to the purchase of any equipment, materials, or supplies that they describe. The Owner shall have the right to require such corrections as may be necessary to make such submittals conform to this Contract. All such submittals shall, after final processing and review with no exception noted by The Owner, become a part of this Contract. No Work related to any submittal shall be performed by Contractor until The Owner have completed review of such submittal with no exception noted. The Owner's review and stamping of any Required Submittal shall be for the sole purpose of examining the general management, design, and details of the proposed Work, shall not relieve Contractor of the entire responsibility for the performance of the Work in full compliance with, and as required by or pursuant to this Contract, and shall not be regarded as any assumption of risk or liability by The Owner.

D. Responsibility for Delay. Contractor shall be responsible for any delay in the Work due to delay in providing Required Submittals conforming to this Contract.

1.4 Review and Interpretation of Contract Provisions

Contractor represents and warrants that it has carefully reviewed this Contract, including all of its Attachments, and the drawings identified in Attachment C, all of which are by this reference incorporated into and made a part of this Contract. Contractor shall, at no increase in the Contract Price, provide workmanship, equipment, materials, and supplies that fully conform to this Contract. Whenever any equipment, materials or supplies are specified or described in this Contract by using the name or other identifying feature of a proprietary product or the name or other identifying feature of a particular manufacturer or vendor, the specific item mentioned shall be understood as establishing the type, function and quality desired. Other manufacturers' or vendors' products may be accepted, provided that the products proposed are equivalent in substance and function to those named as determined by The Owner in its sole and absolute discretion.

Contractor shall promptly notify The Owner of any discrepancy, error, omission, ambiguity, or conflict among any of the provisions of this Contract before proceeding with any Work affected thereby. If Contractor fails to give such notice to The Owner, then the subsequent decision of The Owner as to which provision of this Contract shall govern shall be final, and any corrective work required shall not entitle Contractor to any damages, to any compensation in excess of the Contract Price, or to any delay or extension of the Contract Time.

When the equipment, materials, or supplies furnished by Contractor cannot be installed as specified in this Contract, Contractor shall, without any increase in the Contract Price, make all modifications required to properly install the equipment, materials, or supplies. Any such modification shall be subject to the prior review and consent of The Owner.

1.5 Conditions at the Work Site; Record Drawings

Contractor represents and warrants that it has had a sufficient opportunity to conduct a thorough investigation of the Work Site and the surrounding area and has completed such investigation to its satisfaction. Contractor shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time based upon conditions found at, or in the vicinity of, the Work Site. When information pertaining to subsurface, underground or other concealed conditions, soils analysis, borings, test pits, utility locations or conditions, buried structures, condition of existing structures, and other investigations is or has been provided by The Owner, or is or has been otherwise made available to Contractor by The Owner, such information is or has been provided or made available solely for the convenience of Contractor and is not part of this Contract. The Owner assume no responsibility whatever in respect to the sufficiency or accuracy of such information, and there is no guaranty or warranty, either expressed or implied, that the conditions indicated are representative of those existing throughout the Work or the Work Site, or that the conditions indicated are representative of those existing at any particular location, or that the conditions indicated may not change, or that unanticipated conditions may not be present.

Contractor shall be solely responsible for locating all existing underground installations by prospecting no later than two workdays prior to any scheduled excavation or trenching, whichever is earlier. Contractor shall check all dimensions, elevations, and quantities indicated in this Contract within the same time period as set forth above for prospecting underground installations. Contractor shall lay out the Work in accordance with this Contract and shall

establish and maintain such locations, lines and levels. Wherever pre-existing work is encountered, Contractor shall verify and be responsible for dimensions and location of such pre-existing work. Contractor shall notify The Owner of any discrepancy between the dimensions, elevations and quantities indicated in this Contract and the conditions of the Work Site or any other errors, omissions or discrepancies which Contractor may discover during such inspections. Full instructions will be furnished by The Owner should such error, omission, or discrepancy be discovered, and Contractor shall carry out such instructions as if originally specified and without any increase in Contract Price.

Before Final Acceptance of the Work, Contractor shall submit to The Owner two sets of Drawings of Record, unless a greater number is specified elsewhere in this Contract, indicating all field deviations from Attachment B or the drawings identified in Attachment C.

1.6 Technical Ability to Perform

Contractor represents and warrants that it is sufficiently experienced and competent, and has the necessary capital, facilities, plant, organization, and staff, to provide, perform and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

1.7 Financial Ability to Perform

Contractor represents and warrants that it is financially solvent, and Contractor has the financial resources necessary to provide, perform and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

1.8 Time

Contractor represents and warrants that it is ready, willing, able and prepared to begin the Work on the Commencement Date and that the Contract Time is sufficient time to permit completion of the Work in full compliance with, and as required by or pursuant to, this Contract for the Contract Price, all with due regard to all natural and man-made conditions that may affect the Work or the Work Site and all difficulties, hindrances, and delays that may be incident to the Work.

1.9 Safety at the Work Site

Contractor shall be solely and completely responsible for providing and maintaining safe conditions at the Work Site, including the safety of all persons and property during performance of the Work. This requirement shall apply continuously and shall not be limited to normal working hours. Contractor shall take all safety precautions as shall be necessary to comply with all applicable laws and to prevent injury to persons and damage to property.

Contractor shall conduct all of its operations without interruption or interference with vehicular and pedestrian traffic on public and private rights-of-way, unless it has obtained permits therefore from the proper authorities. If any public or private right-of-way shall be rendered unsafe by Contractor's operations, Contractor shall make such repairs or provide such temporary ways or guards as shall be acceptable to the proper authorities.

1.10 Cleanliness of the Work Site and Environs

Contractor shall keep the Work Site and adjacent areas clean at all times during performance of the Work and shall, upon completion of the Work, leave the Work Site and adjacent areas in a clean and orderly condition.

1.11 Damage to the Work, the Work Site, and Other Property

The Work and everything pertaining thereto shall be provided, performed, completed, and maintained at the sole risk and cost of Contractor from the Commencement Date until Final Payment. Contractor shall be fully responsible for the protection of all public and private property and all persons. Without limiting the foregoing, Contractor shall, at its own cost and expense, provide all permanent and temporary shoring, anchoring and bracing required by the nature of the Work in order to make all parts absolutely stable and rigid, even when such shoring, anchoring and bracing is not explicitly specified, and support and protect all buildings, bridges, roadways, conduits, wires, water pipes, gas pipes, sewers, pavements, curbs, sidewalks, fixtures and landscaping of all kinds and all other public or private property that may be encountered or endangered in providing, performing and completing the Work. Contractor shall have no claim against The Owner because of any damage or loss to the Work or to Contractor's equipment, materials, or supplies from any cause whatsoever, including damage or loss due to simultaneous work by others. Contractor shall, promptly and without charge to The Owner, repair or replace, to the satisfaction of The Owner, any damage done to, and any loss suffered by, the Work and any damage done to, and any loss suffered by, the Work Site or other property as a result of the Work. Notwithstanding any other provision of this Contract, Contractor's obligations under this Section shall exist without regard to, and shall not be construed to be waived by, the availability or unavailability of any insurance, either of The Owner or Contractor, to indemnify, hold harmless, or reimburse Contractor for the cost of any repair or replacement work required by this Section.

1.12 Subcontractors and Suppliers

A. Approval and Use of Subcontractors and Suppliers. Contractor shall perform the Work with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by The Owner in writing. All subcontractors, suppliers, and subcontracts used by Contractor shall be acceptable to, and approved in advance by, The Owner. The Owner's approval of any subcontractor, supplier, and subcontract shall not relieve Contractor of full responsibility and liability for the provision, performance, and completion of the Work in full compliance with, and as required by or pursuant to, this Contract. All Work performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of Contractor. Every reference in this Contract to "Contractor" shall be deemed also to refer to all subcontractors and suppliers of Contractor. Every subcontract shall include a provision binding the subcontractor or supplier to all provisions of this Contract.

B. Removal of Subcontractors and Suppliers. If any subcontractor or supplier fails to perform the part of the Work undertaken by it in a manner satisfactory to The Owner, Contractor shall immediately upon notice from The Owner terminate such subcontractor or supplier. Contractor shall have no claim for damages, for compensation in excess of the

Contract Price, or for a delay or extension of the Contract Time as a result of any such termination.

1.13 Simultaneous Work By Others

The Owner shall have the right to perform or have performed such other work, as The Owner may desire in, about, or near the Work Site during the performance of the Work by Contractor. Contractor shall make every reasonable effort to perform the Work in such manner as to enable both the Work and such other work to be completed without hindrance or interference from each other. Contractor shall afford The Owner and other contractor's reasonable opportunity for the execution of such other work and shall properly coordinate the Work with such other work.

1.14 Occupancy Prior to Final Payment

The Owner shall have the right, at its election, to occupy, use, or place in service any part of the Work prior to Final Payment. Such occupancy, use, or placement in service shall be conducted in such manner as not to damage any of the Work or to unreasonably interfere with the progress of the Work. No such occupancy, use, or placement in service shall be construed as an acceptance of any of the Work or a release or satisfaction of Contractor's duty to insure and protect the Work, not shall it, unless conducted in an unreasonable manner, be considered as an interference with Contractor's provision, performance, or completion of the Work.

1.15 The Owner's Right to Terminate or Suspend Work for Convenience

A. Termination or Suspension for Convenience. The Owner shall have the right, for its convenience, to terminate or suspend the Work in whole or in part at any time by written notice to Contractor. Every such notice shall state the extent and effective date of such termination or suspension. On such effective date, Contractor shall, as and to the extent directed, stop Work under this Contract, cease all placement of further orders or subcontracts, terminate or suspend Work under existing orders and subcontracts, cancel any outstanding orders or subcontracts that may be cancelled, and take any action necessary to protect any property in its possession in which The Owner have or may acquire any interest and to dispose of such property in such manner as may be directed by The Owner.

B. Payment for Completed Work. In the event of any termination pursuant to Subsection 1.15A above, The Owner shall pay Contractor (1) such direct costs, excluding overhead, as Contractor shall have paid or incurred for all Work done in compliance with, and as required by or pursuant to, this Contract up to the effective date of termination together with ten percent of such costs for overhead and profit; and (2) such other costs pertaining to the Work, exclusive of overhead and profit, as Contractor may have reasonably and necessarily incurred as the result of such termination. Any such payment shall be offset by any prior payment or payments and shall be subject to The Owner's rights to withhold and deduct as provided in this Contract.

ARTICLE II
CHANGES AND DELAYS

2.1 Changes

The Owner shall have the right, by written order executed by The Owner, to make changes in the Contract, the Work, the Work Site, and the Contract Time (“***Change Order***”). If any Change Order causes an increase or decrease in the amount of the Work, an equitable adjustment in the Contract Price or Contract Time may be made. All claims by Contractor for an equitable adjustment in either the Contract Price or the Contract Time shall be made within two business days following receipt of such Change Order, and shall, if not made prior to such time, be conclusively deemed to have been waived. No decrease in the amount of the Work caused by any Change Order shall entitle Contractor to make any claim for damages, anticipated profits, or other compensation.

2.2 Delays

A. Extensions for Unavoidable Delays. For any delay that may result from causes that could not be avoided or controlled by Contractor, Contractor shall, upon timely written application, be entitled to issuance of a Change Order providing for an extension of the Contract Time for a period of time equal to the delay resulting from such unavoidable cause. No extension of the Contract Time shall be allowed for any other delay in completion of the Work.

B. No Compensation for Delays. No payment, compensation, damages, or adjustment of any kind, other than the extension of the Contract Time provided in Subsection 2.2A above, shall be made to, or claimed by, Contractor because of hindrances or delays from any cause in the commencement, prosecution, or completion of the Work, whether caused by The Owner or any other party and whether avoidable or unavoidable.

ARTICLE III
CONTRACTOR'S RESPONSIBILITY FOR DEFECTIVE WORK

3.1 Inspection; Testing; Correction of Defects

A. Inspection. Until Final Payment, all parts of the Work shall be subject to inspection and testing by The Owner or its designated representatives. Contractor shall furnish, at its own expense, all reasonable access, assistance, and facilities required by The Owner for such inspection and testing.

B. Re-Inspection. Re-inspection and re-testing of any Work may be ordered by The Owner at any time, and, if so ordered, any covered or closed Work shall be uncovered or opened by Contractor. If the Work is found to be in full compliance with this Contract, then The Owner shall pay the cost of uncovering, opening, re-inspecting, or re-testing, as the case may be. If such Work is not in full compliance with this Contract, then Contractor shall pay such cost.

C. Correction. Until Final Payment, Contractor shall, promptly and without charge, repair, correct, or replace all or any part of the Work that is defective, damaged, flawed, or unsuitable or that in any way fails to conform strictly to the requirements of this Contract.

3.2 Warranty of Work

A. Scope of Warranty. Contractor warrants that the Work and all of its components shall be free from defects and flaws in design, workmanship, and materials; shall strictly conform to the requirements of this Contract; and shall be fit, sufficient and suitable for the purposes expressed in, or reasonably inferred from, this Contract. The warranty herein expressed shall be in addition to any other warranties expressed in this Contract, or expressed or implied by law, which are hereby reserved unto The Owner.

B. Repairs; Extension of Warranty. Contractor shall, promptly and without charge, correct any failure to fulfill the above warranty that may be discovered or develop at any time within one year after Final Payment or such longer period as may be prescribed in Attachment B or Attachment D to this Contract or by law. The above warranty shall be extended automatically to cover all repaired and replacement parts and labor provided or performed under such warranty and Contractor's obligation to correct Work shall be extended for a period of one year from the date of such repair or replacement. The time period established in this Subsection 3.2B relates only to the specific obligation of Contractor to correct Work and shall not be construed to establish a period of limitation with respect to other obligations that Contractor has under this Contract.

C. Subcontractor and Supplier Warranties. Whenever Attachment B or Attachment D requires a subcontractor or supplier to provide a guaranty or warranty, Contractor shall be solely responsible for obtaining said guaranty or warranty in form satisfactory to The Owner and assigning said warranty or guaranty to The Owner. Acceptance of any assigned warranties or guaranties by The Owner shall be a precondition to Final Payment and shall not relieve Contractor of any of its guaranty or warranty obligations under this Contract.

3.3 The Owner's Right to Correct

If, within two business days after The Owner gives Contractor notice of any defect, damage, flaw, unsuitability, nonconformity, or failure to meet warranty subject to correction by Contractor pursuant to Section 3.1 or Section 3.2 of this Contract, Contractor neglects to make, or undertake with due diligence to make, the necessary corrections, then The Owner shall be entitled to make, either with its own forces or with contract forces, the corrections and to recover from Contractor all resulting costs, expenses, losses, or damages, including attorneys' fees and administrative expenses.

ARTICLE IV FINANCIAL ASSURANCES

4.1 Bonds

Contemporaneous with Contractor's execution of this Contract, Contractor shall provide a Performance Bond and a Labor and Material Payment Bond, on forms provided by, or otherwise acceptable to, The Owner, from a surety company licensed to do business in the State of Illinois with a general rating of A minus and a financial size category of Class X or better in Best's Insurance Guide, each in the penal sum of the Contract Price ("**Bonds**"). Contractor shall, at all times while providing, performing, or completing the Work, including, without limitation, at all

times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the Bonds required hereunder.

4.2 Insurance

Contemporaneous with Contractor's execution of this Contract, Contractor shall provide certificates and policies of insurance evidencing the minimum insurance coverage and limits set forth in Attachment A. For good cause shown, The Owner may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as The Owner may impose in the exercise of its sole discretion. Such policies shall be in a form, and from companies, acceptable to The Owner. Such insurance shall provide that no change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to The Owner. Contractor shall, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the minimum insurance coverage and limits set forth in Attachment A.

4.3 Indemnification

Contractor shall indemnify, save harmless, and defend The Owner against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, that may arise, or be alleged to have arisen, out of or in connection with Contractor's performance of, or failure to perform, the Work or any part thereof, whether or not due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or fault of Contractor, except to the extent caused by the sole negligence of The Owner.

ARTICLE V **PAYMENT**

5.1 Contract Price

The Owner shall pay to Contractor, in accordance with and subject to the terms and conditions set forth in this Article V and Attachment A, and Contractor shall accept in full satisfaction for providing, performing, and completing the Work, the amount or amounts set forth in Attachment A ("***Contract Price***"), subject to any additions, deductions, or withholdings provided for in this Contract.

5.2 Taxes and Benefits

The Owner is exempt from and shall not be responsible to pay, or reimburse Contractor for, any state or local sales, use, or excise taxes. The Contract Price includes all other applicable federal, state, and local taxes of every kind and nature applicable to the Work as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or other similar benefits. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, or premium is hereby waived and released by Contractor.

5.3 Progress Payments

A. Payment in Installments. The Contract Price shall be paid in monthly installments in the manner set forth in Attachment A (“***Progress Payments***”).

B. Pay Requests. Contractor shall, as a condition precedent to its right to receive each Progress Payment, submit to The Owner a pay request in the form provided by The Owner (“***Pay Request***”). The first Pay Request shall be submitted not sooner than 60 days following commencement of work. The Owner may, by written notice to Contractor, designate a specific day of each month on or before which Pay Requests must be submitted. Each Pay Request shall include (a) Contractor's certification of the value of, and partial or final waivers of lien covering, all Work for which payment is then requested and (b) Contractor's certification that all prior Progress Payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

C. Work Entire. This Contract and the Work are entire and the Work as a whole is of the essence of this Contract. Notwithstanding any other provision of this Contract, each and every part of this Contract and of the Work are interdependent and common to one another and to The Owner's obligation to pay all or any part of the Contract Price or any other consideration for the Work. Any and all Progress Payments made pursuant to this Article are provided merely for the convenience of Contractor and for no other purpose.

5.4 Final Acceptance and Final Payment

A. Notice of Completion. When the Work has been completed and is ready in all respects for acceptance by The Owner, Contractor shall notify The Owner and request a final inspection (“***Notice of Completion***”). Contractor's Notice of Completion shall be given sufficiently in advance of the Completion Date to allow for scheduling of the final inspection and for completion or correction before the Completion Date of any items identified by such inspection as being defective, damaged, flawed, unsuitable, nonconforming, incomplete, or otherwise not in full compliance with, or as required by or pursuant to, this Contract (“***Punch List Work***”).

B. Punch List and Final Acceptance. The Work shall be finally accepted when, and only when, the whole and all parts thereof shall have been completed to the satisfaction of The Owner in full compliance with, and as required by or pursuant to, this Contract. Upon receipt of Contractor's Notice of Completion, The Owner shall make a review of the Work and notify Contractor in writing of all Punch List Work, if any, to be completed or corrected. Following Contractor's completion or correction of all Punch List Work, The Owner shall make another review of the Work and prepare and deliver to Contractor either a written notice of additional Punch List Work to be completed or corrected or a written notice of final acceptance of the Work (“***Final Acceptance***”).

C. Final Payment. As soon as practicable after Final Acceptance, Contractor shall submit to The Owner a properly completed final Pay Request in the form provided by The Owner (“***Final Pay Request***”). The Owner shall pay to Contractor the balance of the Contract Price, after deducting therefrom all charges against Contractor as provided for in this Contract (“***Final Payment***”). Final Payment shall be made not later than 60 days after The Owner approves the Final Pay Request. The acceptance by Contractor of Final Payment shall operate as

a full and complete release of The Owner of and from any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses of, by, or to Contractor for anything done, furnished for, arising out of, relating to, or in connection with the Work or for or on account of any act or neglect of The Owner arising out of, relating to, or in connection with the Work.

5.5 Liens

A. Title. Nothing in this Contract shall be construed as vesting in Contractor any right of property in any equipment, materials, supplies, and other items provided under this Contract after they have been installed in, incorporated into, attached to, or affixed to, the Work or the Work Site. All such equipment, materials, supplies, and other items shall, upon being so installed, incorporated, attached or affixed, become the property of The Owner, but such title shall not release Contractor from its duty to insure and protect the Work in accordance with the requirements of this Contract.

B. Waivers of Lien. Contractor shall, from time to time at The Owner's request and in any event prior to Final Payment, furnish to The Owner such receipts, releases, affidavits, certificates, and other evidence as may be necessary to establish, to the reasonable satisfaction of The Owner, that no lien against the Work or the public funds held by The Owner exists in favor of any person whatsoever for or by reason of any equipment, material, supplies, or other item furnished, labor performed, or other thing done in connection with the Work or this Contract ("*Lien*") and that no right to file any Lien exists in favor of any person whatsoever.

C. Removal of Liens. If at any time any notice of any Lien is filed, then Contractor shall, promptly and without charge, discharge, remove, or otherwise dispose of such Lien. Until such discharge, removal, or disposition, The Owner shall have the right to retain from any money payable hereunder an amount that The Owner, in its sole judgment, deems necessary to satisfy such Lien and to pay the costs and expenses, including attorneys' fees and administrative expenses, of any actions brought in connection therewith or by reason thereof.

D. Protection of The Owner Only. This Section shall not operate to relieve Contractor's surety or sureties from any of their obligations under the Bonds, nor shall it be deemed to vest any right, interest, or entitlement in any subcontractor or supplier. The Owner's retention of funds pursuant to this Section shall be deemed solely for the protection of its own interests pending removal of such Liens by Contractor, and The Owner shall have no obligation to apply such funds to such removal but may, nevertheless, do so where The Owner's interests would thereby be served.

5.6 Deductions

A. The Owner's Right to Withhold. Notwithstanding any other provision of this Contract and without prejudice to any of The Owner's other rights or remedies, The Owner shall have the right at any time or times, whether before or after approval of any Pay Request, to deduct and withhold from any Progress or Final Payment that may be or become due under this Contract such amount as may reasonably appear necessary to compensate The Owner for any actual or prospective loss due to: (1) Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; (2) damage for which Contractor is liable under this Contract; (3) state or local sales, use, or excise taxes from which The Owner is exempt; (4) Liens or claims of Lien regardless of merit; (5) claims of subcontractors, suppliers, or other persons regardless of

merit; (6) delay in the progress or completion of the Work; (7) inability of Contractor to complete the Work; (8) failure of Contractor to properly complete or document any Pay Request; (9) any other failure of Contractor to perform any of its obligations under this Contract; or (10) the cost to The Owner, including attorneys' fees and administrative costs, of correcting any of the aforesaid matters or exercising any one or more of The Owner's remedies set forth in Section 6.3 of this Contract.

B. Use of Withheld Funds. The Owner shall be entitled to retain any and all amounts withheld pursuant to Subsection 5.6A above until Contractor shall have either performed the obligations in question or furnished security for such performance satisfactory to The Owner. The Owner shall be entitled to apply any money withheld or any other money due Contractor under this Contract to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, attorneys' fees and administrative expenses incurred, suffered, or sustained by The Owner and chargeable to Contractor under this Contract.

ARTICLE VI **DISPUTES AND REMEDIES**

6.1 Dispute Resolution Procedure

A. Notice of Disputes and Objections. If Contractor disputes or objects to any requirement, direction, instruction, interpretation, determination, or decision of The Owner, Contractor may notify The Owner in writing of its dispute or objection and of the amount of any equitable adjustment to the Contract Price or Contract Time to which Contractor claims it will be entitled as a result thereof; provided, however, that Contractor shall, nevertheless, proceed without delay to perform the Work as required, directed, instructed, interpreted, determined, or decided by The Owner, without regard to such dispute or objection. Unless Contractor so notifies The Owner within two business days after receipt of such requirement, direction, instruction, interpretation, determination, or decision, Contractor shall be conclusively deemed to have waived all such disputes or objections and all claims based thereon.

B. Negotiation of Disputes and Objections. To avoid and settle without litigation any such dispute or objection, The Owner and Contractor agree to engage in good faith negotiations. Within three business days after The Owner's receipt of Contractor's written notice of dispute or objection, a conference between The Owner and Contractor shall be held to resolve the dispute. Within three business days after the end of the conference, The Owner shall render its final decision, in writing, to Contractor. If Contractor objects to the final decision of The Owner, then it shall, within three business days, give The Owner notice thereof and, in such notice, shall state its final demand for settlement of the dispute. Unless Contractor so notifies The Owner, Contractor shall be conclusively deemed (1) to have agreed to and accepted The Owner's final decision and (2) to have waived all claims based on such final decision.

6.2 Contractor's Remedies

If The Owner fails or refuses to satisfy a final demand made by Contractor pursuant to Section 6.1 of this Contract, or to otherwise resolve the dispute which is the subject of such demand to the satisfaction of Contractor, within ten days following receipt of such demand, then Contractor shall be entitled to pursue such remedies, not inconsistent with the provisions of this Contract, as it may have in law or equity.

6.3 The Owner's Remedies

If it should appear at any time prior to Final Payment that Contractor has failed or refused to prosecute, or has delayed in the prosecution of, the Work with diligence at a rate that assures completion of the Work in full compliance with the requirements of this Contract on or before the Completion Date, or has attempted to assign this Contract or Contractor's rights under this Contract, either in whole or in part, or has falsely made any representation or warranty in this Contract, or has otherwise failed, refused, or delayed to perform or satisfy any other requirement of this Contract or has failed to pay its debts as they come due ("*Event of Default*"), and has failed to cure any such Event of Default within five business days after Contractor's receipt of written notice of such Event of Default, then The Owner shall have the right, at its election and without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

1. The Owner may require Contractor, within such reasonable time as may be fixed by The Owner, to complete or correct all or any part of the Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; to remove from the Work Site any such Work; to accelerate all or any part of the Work; and to take any or all other action necessary to bring Contractor and the Work into strict compliance with this Contract.
2. The Owner may perform or have performed all Work necessary for the accomplishment of the results stated in Paragraph 1 above and withhold or recover from Contractor all the cost and expense, including attorneys' fees and administrative costs, incurred by The Owner in connection therewith.
3. The Owner may accept the defective, damaged, flawed, unsuitable, nonconforming, incomplete, or dilatory Work or part thereof and make an equitable reduction in the Contract Price.
4. The Owner may terminate this Contract without liability for further payment of amounts due or to become due under this Contract.
5. The Owner may, without terminating this Contract, terminate Contractor's rights under this Contract and, for the purpose of completing or correcting the Work, evict Contractor and take possession of all equipment, materials, supplies, tools, appliances, plans, specifications, schedules, manuals, drawings, and other papers relating to the Work, whether at the Work Site or elsewhere, and either complete or correct the Work with its own forces or contracted forces, all at Contractor's expense.

6. Upon any termination of this Contract or of Contractor's rights under this Contract, and at The Owner's option exercised in writing, any or all subcontracts and supplier contracts of Contractor shall be deemed to be assigned to The Owner without any further action being required, but The Owner shall not thereby assume any obligation for payments due under such subcontracts and supplier contracts for any Work provided or performed prior to such assignment.
7. The Owner may withhold from any Progress Payment or Final Payment, whether or not previously approved, or may recover from Contractor, any and all costs, including attorneys' fees and administrative expenses, incurred by The Owner as the result of any Event of Default or as a result of actions taken by The Owner in response to any Event of Default.
8. The Owner may recover any damages suffered by The Owner.

6.4 The Owner's Special Remedy for Delay

If the Work is not completed by Contractor, in full compliance with, and as required by or pursuant to, this Contract, within the Contract Time as such time may be extended by Change Order, then The Owner may invoke its remedies under Section 6.3 of this Contract or may, in the exercise of its sole and absolute discretion, permit Contractor to complete the Work but charge to Contractor, and deduct from any Progress or Final Payments, whether or not previously approved, administrative expenses and costs for each day completion of the Work is delayed beyond the Completion Date, computed on the basis of the "Per Diem Administrative Charge" set forth in Attachment A, as well as any additional damages caused by such delay.

6.5 Terminations and Suspensions Deemed for Convenience

Any termination or suspension of Contractor's rights under this Contract for an alleged default that is ultimately held unjustified shall automatically be deemed to be a termination or suspension for the convenience of The Owner under Section 1.15 of this Contract.

ARTICLE VII LEGAL RELATIONSHIPS AND REQUIREMENTS

7.1 Binding Effect

This Contract shall be binding upon The Owner and Contractor and upon their respective heirs, executors, administrators, personal representatives, and permitted successors and assigns. Every reference in this Contract to a party shall also be deemed to be a reference to the authorized officers, employees, agents, and representatives of such party.

7.2 Relationship of the Parties

Contractor shall act as an independent contractor in providing and performing the Work. Nothing in, nor done pursuant to, this Contract shall be construed (1) to create the relationship of principal and agent, partners, or joint ventures between The Owner and Contractor or (2) except as provided in Paragraph 6.3(6) above, to create any relationship between The Owner and any subcontractor or supplier of Contractor.

7.3 No Collusion

Contractor hereby represents that the only persons, firms, or corporations interested in this Contract as principals are those disclosed to The Owner prior to the execution of this Contract, and that this Contract is made without collusion with any other person, firm, or corporation. If at any time it shall be found that Contractor has, in procuring this Contract, colluded with any other person, firm, or corporation, then Contractor shall be liable to The Owner for all loss or damage that The Owner may suffer thereby, and this Contract shall, at The Owner's option, be null and void.

7.4 Assignment

Contractor shall not (1) assign this Contract in whole or in part, (2) assign any of Contractor's rights or obligations under this Contract, or (3) assign any payment due or to become due under this Contract without the prior express written approval of The Owner, which approval may be withheld in the sole and unfettered discretion of The Owner; provided, however, that The Owner's prior written approval shall not be required for assignments of accounts, as defined in the Illinois Commercial Code, if to do so would violate Section 9-318 of the Illinois Commercial Code, 810 ILCS 5/9-318. The Owner may assign this Contract, in whole or in part, or any or all of its rights or obligations under this Contract, without the consent of Contractor.

7.5 Confidential Information

All information supplied by The Owner to Contractor for or in connection with this Contract or the Work shall be held confidential by Contractor and shall not, without the prior express written consent of The Owner, be used for any purpose other than performance of the Work.

7.6 No Waiver

No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by The Owner, nor any order by The Owner for the payment of money, nor any payment for, or use, occupancy, possession, or acceptance of, the whole or any part of the Work by The Owner, nor any extension of time granted by The Owner, nor any delay by The Owner in exercising any right under this Contract, nor any other act or omission of The Owner shall constitute or be deemed to be an acceptance of any defective, damaged, flawed, unsuitable, nonconforming or incomplete Work, equipment, materials, or supplies, nor operate to waive or otherwise diminish the effect of any warranty or representation made by Contractor; or of any requirement or provision of this Contract; or of any remedy, power, or right of The Owner.

7.7 No Third Party Beneficiaries

No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than Contractor shall be made, or be valid, against The Owner or the Contractor.

7.8 Notices

All notices required or permitted to be given under this Contract shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier or (iii) by certified mail, return receipt requested, and deposited in the U.S. mail, postage prepaid. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section, each party shall have the right to change the address or addressee, or both, for all future notices and communications to the other party but no notice of a change of address or addressee shall be effective until actually received. Notices and communications to The Owner shall be addressed to, and delivered at, the following address:

Village of Lincolnwood
6900 North Lincoln Avenue
Lincolnwood, IL 60712
Attention: Andy Thurman, Superintendent of Parks and
Facilities

With a copy to: Holland & Knight LLP
131 S. Dearborn Street, 30th Floor
Chicago, Illinois 60603
Attention: Steven M. Elrod, Corporation Counsel

Notices and communications to the Contractor shall be addressed to, and delivered at, the following address:

**AMERICAN RAMP COMPANY
601 MCKINLEY AVE
JOPLIN, MO 64801**

7.9 Governing Laws

This Contract shall be governed by, construed and enforced in accordance with the internal laws, but not the conflicts of laws rules, of the State of Illinois.

7.10 Changes in Laws

Unless otherwise provided in this Contract, any reference to existing law shall be deemed to include any modifications of, or amendments, to existing law that may occur in the future.

7.11 Compliance with Laws

Contractor shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Work is provided, performed, and completed in accordance with all required governmental permits, licenses or other approvals and authorizations that may be required in connection with providing, performing, and completing the Work, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Prevailing Wage Act, 820 ILCS 130/0.01 et seq. (in furtherance of which, a copy of The Owner's ordinance ascertaining the prevailing rate of wages, in effect as of the date of this Contract, has been attached as an Appendix to this Contract; if the Illinois Department of Labor revises the prevailing rate of hourly wages to be paid, the revised rate shall apply to this Contract); any other prevailing wage laws; the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes requiring preference to laborers of specified classes; the Illinois Steel Products Procurement Act, 30 ILCS 565/1 et seq.; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., and the Public Works Discrimination Act, 775 ILCS 10/1 et seq.; and any statutes regarding safety or the performance of the Work, including the Illinois Structural Work Act, the Illinois Underground Utility Facilities Damage Prevention Act, and the Occupational Safety and Health Act. Contractor shall also comply with all conditions of any federal, state, or local grant received by The Owner or Contractor with respect to this Contract or the Work. Further, Bidder shall have a written sexual harassment policy in compliance with Section 2-105 of the Illinois Human Rights Act.

Contractor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's, or its subcontractors' or suppliers', performance of, or failure to perform, the Work or any part thereof.

Every provision of law required by law to be inserted into this Contract shall be deemed to be inserted herein.

7.12 Compliance with Patents

A. Assumption of Costs, Royalties, and Fees. Contractor shall pay or cause to be paid all costs, royalties, and fees arising from the use on, or the incorporation into, the Work, of patented equipment, materials, supplies, tools, appliances, devices, processes, or inventions.

B. Effect of Contractor Being Enjoined. Should Contractor be enjoined from furnishing or using any equipment, materials, supplies, tools, appliances, devices, processes, or inventions supplied or required to be supplied or used under this Contract, Contractor shall promptly offer substitute equipment, materials, supplies, tools, appliances, devices, processes, or inventions in lieu thereof, of equal efficiency, quality, suitability, and market value, for review by The Owner. If The Owner should disapprove the offered substitutes and should elect, in lieu of a substitution, to have supplied, and to retain and use, any such equipment, materials, supplies, tools, appliances, devices, processes, or inventions as may by this Contract be required to be supplied, Contractor shall pay such royalties and secure such valid licenses as may be requisite and necessary for The Owner to use such equipment, materials, supplies, tools, appliances, devices, processes, or inventions without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof. Should Contractor neglect or refuse to make any approved substitution promptly, or to pay such royalties and secure such licenses as may be necessary, then The Owner shall have the right to make such substitution, or The Owner may pay such royalties and secure such licenses and charge the cost thereof against any money due Contractor from The Owner or recover the amount thereof from Contractor and its surety or sureties notwithstanding that Final Payment may have been made.

7.13 Time of the Essence

Time is of the essence in the performance of all terms and provisions of this Contract Calendar Days and Time.

7.14 Calendar Days and Time

Unless otherwise provided in this Contract, any reference in this Contract to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Contract falls on a Saturday, Sunday, or federal holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, or federal holiday.

7.15 Severability

It is hereby expressed to be the intent of the parties to this Contract that should any provision, covenant, agreement, or portion of this Contract or its application to any Person or property be held invalid by a court of competent jurisdiction, the remaining provisions of this Contract and the validity, enforceability, and application to any Person or property shall not be impaired thereby, but the remaining provisions shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Contract to the greatest extent permitted by applicable law.

7.16 Entire Agreement

This Contract constitutes the entire agreement between the parties to this Contract concerning the work and supersedes all prior agreements and negotiations between the parties, whether written or oral relating to the subject matter of this Contract.

7.17 Amendments and Modifications

No amendment or modification to this Contract shall be effective until it is reduced to writing and approved and executed by the corporate authorities of the parties in accordance with all applicable statutory procedures.

IN WITNESS WHEREOF, The Owner and Contractor have caused this Contract to be executed in five original counterparts as of the day and year first written above.

ATTEST:

VILLAGE OF LINCOLNWOOD

By: _____
Beryl Herman, Village Clerk

Timothy C. Wiberg, Village Manager

ATTEST:

AMERICAN RAMP COMPANY

By: _____
Village Clerk

[INSERT NAME OF EXECUTING OFFICER]

ATTEST:

AMERICAN RAMP COMPANY

By: _____

By: _____
[NAME OF CONTRACTOR'S EXECUTING OFFICER]

Title: _____

Title: _____
[TITLE OF CONTRACTOR'S EXECUTING OFFICER]

STATE OF ILLINOIS)
)
COUNTY OF _____) SS

CONTRACTOR'S CERTIFICATION

_____ **EXECUTING OFFICER,**
being first duly sworn on oath, deposes and states that all statements herein made are made on behalf of Contractor, that this deponent is authorized to make them, and that the statements contained herein are true and correct.

Contractor deposes, states, and certifies that Contractor is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or the amount of tax, as set forth in 65 ILCS 5/11-42.1-1; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.

DATED this _____ day of _____, 20__.

ATTEST:

AMERICAN RAMP COMPANY

By: _____

By: _____

**[INSERT NAME OF
CONTRACTOR'S EXECUTING
OFFICER]**

Title: _____

Title: **[INSERT TITLE OF
CONTRACTOR'S EXECUTING
OFFICER]**

Subscribed and Sworn to
before me this ____ day
of _____, 20__.

My Commission Expires: _____

Notary Public

[SEAL]

**VILLAGE OF LINCOLNWOOD
PARKS & RECREATION
PARKS & FACILITIES DIVISION
SKATE PARK TASK FORCE REPORT**

Communities throughout the country are being faced with a similar issue. What should be done with kids who skate through downtown, tear up streetscapes and create hazards to pedestrians and traffic alike? This challenge is not new. In many West Coast cities it has been a concern for 40 years. Unlike California, Illinois skaters have few skating alternatives. Usually in conflict with a local ordinance, skaters risk life and limb skating stairways, handicap and parking ramps, park equipment and other urban features.

Parks and Recreation Departments throughout the country are also faced with a challenge. How does a municipal recreation agency provide constructive, safe programs and services for this difficult-to-serve age group?

One solution is a skate park. There is a movement throughout the country to create appropriate environments for skating. Parks and Recreation agencies, like ours, are analyzing this possibility and asking many questions. The Members of the Skate Park Task Force, formed by the Parks & Recreation Board, hope that your questions will be answered through this report.

HISTORY OF SKATEBOARDING

The first type of skateboards were actually more like scooters. These contraptions, which date back to the early 1900's featured roller skate wheels attached to a two by four. Often the wood had a milk crate nailed to it with handles sticking out for control. Over the next five decades kids changed the look of the scooter and took off the crate and started cruising on two by fours with steel wheels. Tens of thousands of rollerskates were dismantled and joyfully hammered on to planks of wood.

In the 1950's modifications were made to the trucks (the device that hold the wheels) and kids started to maneuver more easily. Towards the late 1950's, surfing became increasingly popular and people began to tie surfing together with cruising on a board. By 1959, the first Roller Derby Skateboard was for sale. Clay wheels entered the picture and sidewalk surfing began to take root.

By the time the 1960's roll around, skateboarding had gained an impressive following amongst the surf crowd. However, when Larry Stevenson, publisher of Surf Guide begins to promote skateboarding, things started to take off. Larry's company, Makaha designed the first professional boards in 1963 and a team was formed to promote the product.

The first outdoor skatepark was built for skateboarders in Florida in 1976. It was soon followed by hundreds of other parks all over North America. Skateboarding moved from horizontal to vertical and slalom and freestyle skateboarding became less popular. The look of skateboards also changed from being six to seven inches in width to over nine inches. This increase in size ensured better stability on vertical surfaces. Top riders included Tony Alva, Jay Adams and Tom "Wally" Inoyoue. Wes Humpston and Jim Muir marketed the first successful line of boards with graphics under the Dogtown label. Soon after, almost all board manufacturers put graphics under their boards.

In 1981, Thrasher Magazine began publication in an effort to provide hardcore skaters with information on the skateboard scene. Although skate contests were held, the turnout was small and the prize money was even smaller. In 1982, Tony Hawk won his first contest at the Del Mar Skate Ranch. By 1983, skate manufacturers like Santa Cruz, Powell Peralta and Tracker begin to see the sport on the upswing. In that same year, Transworld Skateboarding entered the skate scene.

By 1984, vert riding took off, followed closely by streetstyle skating. Launch ramps became popular. Powell Peralta created the first "Bones Brigade" skate video thanks to the highly creative talents of CR Stecyk and Stacy Peralta. The video featured all the team skaters and helped to propel skateboarding to new levels of popularity. Dozens of new manufacturers sprung up and skateboarding entered its third wave of popularity. Numerous vertical champions emerged including Tony Hawk, Christian Hosoi, Lance Mountain and Neil Blender. In the street, Mark Gonzales, Natas Kaupas and Tommy Guerrero took the ollie to new heights. Freestyle skateboarding was also a part of the scene and Rodney Mullen dominated all competition.

Towards the end of the decade, skateboarding shifted focus to street skating and vert riding became less popular. A number of pro skaters decided to leave the larger manufacturers and start their own skate companies. One of the first skaters to do this was Steve Rocco who started up World Industries. Over time, the personality of skateboard world changed and new school skateboarding was born. Its focus was on ollies and technical tricks and it took on a whole other attitude.

Towards the end of the 1990's, skateboarding's focus remains streetstyle and the industry is filled with numerous manufacturers and marketers. In many cases, pro skaters develop their own product and manage their own companies. Longboarding, a once forgotten art (featuring large boards), began to make a comeback and downhill skateboarding enters a whole new dimension thanks to street luge. In California, skateboard parks have started to be built once again thanks to a change in legislation. The hard work of Jim Fitzpatrick and the International Association of Skateboard Companies has ensured that other states follow California and more parks are scheduled for construction over the next few years.

Over the past 40 years, skateboarding has had its peaks and valleys of popularity. Poor product, safety concerns, insurance issues and recessions have all contributed to the valleys. However, skateboarding technology has vastly improved since clay wheels. In terms of injuries, the sport remains much safer than football, rollerblading or hockey (when you look at percentage of participants injured). Despite safety concerns or economic recessions, the sport endures simply because it is so much fun to do.

HOW ABOUT A SKATE PARK IN LINCOLNWOOD?

The Process Begins...

APRIL, 2009 - A group of residents approached the Lincolnwood Park Board and Staff inquiring about the possibility of building a skate park.

MAY, 2009 – The Skate Park Task Force was created by staff to research the sport, skate parks, costs, liability, manufacturing, and conduct a survey.

SUMMER 2009 - Three meetings were held with staff to discuss researching, surveying, surrounding skate park visits and possible sites in Lincolnwood. Superintendent Malartsik continued to gather general information about the sport through web sites, articles and discussions with skaters and parents.

JULY 2009 - Superintendent Malartsik and two committee members visited the Lake Bluff, Deerfield, Highland Park, Winnetka, and Northbrook facilities to gather information.

AUGUST 2009 - Superintendent Malartsik and the committee analyzed the other facilities available in the area.

SEPTEMBER 2009 – The committee created a survey that was distributed to District 74 students, posted it online, and distributed and collected by hand at the Community Halloween Event.

OCTOBER 2009 - Meetings were held with the task force to discuss the concept of building a park, possible locations and amenities. We also spent some time talking about what we liked about other parks. The skaters and parents on the task force were very helpful in gathering information and seeking out information. Two of the meetings were spent visiting possible sites in the community and evaluating each of them.

NOVEMBER 2009 – The results of the survey were reviewed and preparations for the recommendation occurred.

The Committee...

Our group was made up of approximately 8 people. They were parents and skateboarders. The youth ranged from age 11-17.

A roster of the group is in the appendix (Page **A1**) of this document.

The National Profile of Skaters and Inline Skaters

Skateboarders

75.2% Male

24.8% Female

13.8 -Average Age

The average skater skates 50.5 days per year

Inline Skaters

49.4% Male

50.6% Female

The average male skater skates 24.2 days per year

The average female skater skates 20.6 days per year

RISK MANAGEMENT AND LIABILITY CONCERNS

Loss Data – Skateboarding / In-Line Skating

Consumer Protection Safety Council

NEISS (National Electronic Injury Surveillance System - a division of the Consumer Protection Safety Council) injury statistics show the following sports ranked by number of reported injuries per 100,000 participants.

- Basketball - 223.5
- Baseball - 115.7
- Soccer - 62.0
- Skateboarding - 20.2

C.P.S.C Fact Sheet

- 1/3 of all injuries occur in a beginning skater's first week of skateboarding.
- Irregular riding surfaces account for over half of all skateboard injuries.

Skatepark Association of the United States (SPAUSA)

- Cites U.S. Consumer Safety Commission study indicating irregular riding surfaces account for 50% of all skateboarding injuries.

Canadian Amateur Skateboarding Association

- Skateboarding tied for last, at 5%, on a list of Typical Top 10 Canadian Sports Injuries.
- Only 5% of skateboard injuries take place at skateparks.
- 300 kids per week treated for skateboard injuries in North America, most of which are relatively minor.

National Safety Council Fact Sheet Library

- According to the U.S. Consumer Product Safety Commission (CPSC), more than 15,600 persons need hospital emergency room treatment each year for injuries related to skateboarding.
- Irregular riding surfaces account for more than half of the skateboarding injuries caused by falls.
- Wrist injury is the number one injury, usually a sprain or a fracture.
- Skateboarders who have been skating for less than a week suffered one-third of the injuries.
- When experienced riders suffered injuries, it was usually from falls that were caused by rocks and other irregularities in the riding surface.

Skateboarding is a Safe and Healthy Form of Physical Education

Although skateboarding has long been fighting the stereotype of being a reckless and dangerous activity reserved for solely risk-takers and daredevils, most studies actually indicate that skating is as safe, or even safer, than many traditional sports and physical activities. In fact, research illustrates that 1/3rd of skateboarding injuries occur in the participant's first few weeks of skating and can easily be avoided when fundamentals are taught safely and appropriately.

Many activities may prove to be a healthy influence on a child's development, that activity will most likely have greater significance if the child has chosen it on their own. Of the many different influences a child will be exposed to, skateboarding proves to have some very unique qualities. Skateboarding is intrinsically satisfying. Children are naturally going to gravitate to an activity that involves the freedom of rolling, turning, jumping and the different types of movements incorporated into the skateboarding experience. The different heights, speeds, and technical movements involved in the act of skateboarding provide a natural environment where a child can learn to solve problems, build self esteem, and overcome fears.

In addition to the physical and emotional benefits of skateboarding, there can be many other mental benefits as well. The complex movements involved in skateboarding can help to illustrate important physical concepts to a young skateboarder. Believe it or not, in skateboarding there are important rules that need to be learned and followed. Some of these rules are unvarying (physical laws with both real and immediate consequences if broken), and rules that relate to ones own safety as well as the safety of others.

General Skate Park Considerations

It is critical that any skateboarding or inline skating park and its elements be designed in accordance with the best available standards. Unfortunately, to date there is not nationally recognized standard for skate park design. It is recommended that agencies work with designers and manufacturers that carry product liability and related insurance coverage to be better protected. In addition, it is helpful to have a newly constructed park or specific elements tested by qualified professional skaters and safety experts for degree of difficulty and other issues.

Supervision of a Skate Park

In Illinois, park districts are not obligated to supervise a skate park facility. In fact, not supervising a skate park facility with the posting of comprehensive safety and use rules may decrease your liability exposure.

Waivers

Since skateboarding is considered a "high risk recreational activity", a park district should obtain a waiver for programmed (instructional programs, camps, etc.) activities. Waivers notify the participant and their parents/guardians of the inherent risks associated with skating in order to protect the agency against liability lawsuits that may arise following an injury.

Design Considerations

PDRMA (Park District Risk Management Agency) recommends that agencies consider investing in a permanent or semi-permanent skating facility that would consist of flat asphalt or contoured concrete surface that may incorporated various raised elements such as stairs, ramps, rails, boxes, bowls, etc. Design planning should include a survey of existing parks in operation locally and nationally to identify popular elements, maintenance issues, and safety concerns.

When developing a permanent or semi-permanent skate part facility, it is recommended that the park be designed so that it provides an area for beginning

skaters, intermediate skaters, and advanced skaters, whenever possible. Providing progressive skill areas will help to minimize the interaction between beginning and advanced skaters, which can lead, to collisions and injuries. Skate park designers should carefully consider the size of a new skate park facility so that it can safely accommodate all skill levels. According to design standards presented at the National Recreation and Parks Congress a small park is usually less than 10,000 square feet, a medium park is 10,000 to 25,000 square feet and a large park is 25,000-50,000 square feet.

Temporary Skate Parks

Temporary skate parks may consist of raised features such as half pipes, boxes, rails and ramps. Another alternative would be for an agency to construct its own skate park structures. Ramps and related structures would need to be built in strict accordance with specifications provided by a national skateboarding or inline skating organization if available, and be well maintained. Those that choose to build and maintain skate park features will retain a greater level of potential liability following a severe loss.

According to PDRMA, temporary skate parks can be more susceptible to vandalism and non-intended use due to the portability or location of the equipment. Agencies should consider controls such as posting signage, installing fencing or removing equipment during non-operating hours to reduce or minimize the above safety concerns.

POSSIBLE PROGRAMMING OPTIONS FOR A SKATE PARK

The majority of the users of a skate park would use it on a drop-in basis. However, in an effort to build interest in the sport, it would be beneficial to offer instructional programs from the beginning to advanced levels. We may also consider a Skate Camp, which is an option presently offered at other Park Districts.

Both Instructional Programs and Camps would offer structured time at the park to learn and practice skills. It would also provide employment opportunities for older skaters to work as instructors and camp counselors. Through these programs we would have the opportunity to teach safety practices and skate etiquette, which would have a direct benefit back to the park and its users. We would also be able to sponsor special events featuring exhibitions by pro skaters and perhaps competitions at the local level depending on the equipment and design.

What is the Task Force asking the Board to decide?

After months of research, assessment, and evaluation, it has been determined that Lincolnwood is in need of more teen programming, activities, and specifically a skate park. Many of our residents are either traveling to other communities to meet their needs or simply skating in public places that prohibit skating such as the Library, Village Hall, Parks, Churches, and more. Research also indicates that street skating poses more of a risk for injury than being confined to a skate area.

It is proven that Lincolnwood parks are deficient in many areas according to the National Parks & Recreation Association Standards (A3). Our parks can accommodate many activities such as baseball/softball, soccer, football, tennis, in-line hockey, fitness, volleyball, picnics, swimming, and play areas. One amenity we do not have, but is prohibited in our parks, is a place for skaters and in-line skaters to skate.

Staff analyzed all 13 parks for a location to add a skate area within one of our existing parks. It was determined that Springfield Park is an ideal location for a skate area. A Site Plan is included (A2) for review of criteria followed. In summary, the site includes adequate non-residential parking, away from residential areas, adjacent to other activities, compatible with other park uses, and is centrally located.

In conclusion, the Parks & Recreation Department budgets anywhere from \$50,000 - \$120,000 annually as a part of our park replacement plan. Springfield Park is the next park to be replaced in fiscal year 2010/2011. In addition to the money that is budgeted yearly, the Village received \$50,000 in grant money from Ira Silverstein's office. **The Skate Park Task Force recommends the inclusion of a skate park area within Springfield Park.**

Bibliography, list of Resources

Brooke, Michael. (1999). *The Concrete Wave*. New York, USA: Warwick Publishing, Inc.

Curriculum. *Skateboarding*. Drop-in to Skateboarding, Inc. Retrieved November 9, 2009 from <http://www.dropintoskateboarding.com>.

Parks and Recreation, Official Publication of the National Recreation and Park Association, September 2009, Skateboarding Immunity Laws Limit Liability.

Concrete Skateboarding Publication, February 2009, Skateparks in America.

VILLAGE OF LINCOLNWOOD
PARKS & RECREATION DEPARTMENT
Skate Park Task Force
Research Committee

Dan Malartsik - Staff Liaison

Robert Marohn – Skater

Jacob Molina - Skater

Ryan Marhon – Skater

Nicholas Finkelstein - Skater

Rick Marohn – Parent

Helene Diamond - Parent

Eman Shirazi – Skater

Ridge Navarro - Skater

SITE ANALYSIS

Discussion took place at the staff level and with the task force regarding a site for the Skate Park. It was determined that the ideal site should meet the following criteria:

1. Ample Parking and drop-off areas
2. Land Available for skate area
3. Away from residential areas
4. Compatible with other park uses in area
5. Ideal if adjacent to other areas used by children and teens
6. Accessible by paths or sidewalks
7. Not displacing any other activities
8. Central Location

Presently, skaters and parents of skaters are driving to other parks in neighboring communities such as Evanston, Chicago, Winnetka, Wilmette, Glenview, Highland Park and more. Therefore, locating a park anywhere in Lincolnwood would be a convenience that isn't presently available.

The group would ask for permission to further analyze the site at Springfield Park, north of the basketball court and south of the playground. This may include finding an alternate site for storage, which is what is contained in the fenced area. The area has the perfect open space to develop a small skate area located in a semi-industrial area. Utilizing this park would provide adequate space for a skate park that could potentially serve skaters of all levels.

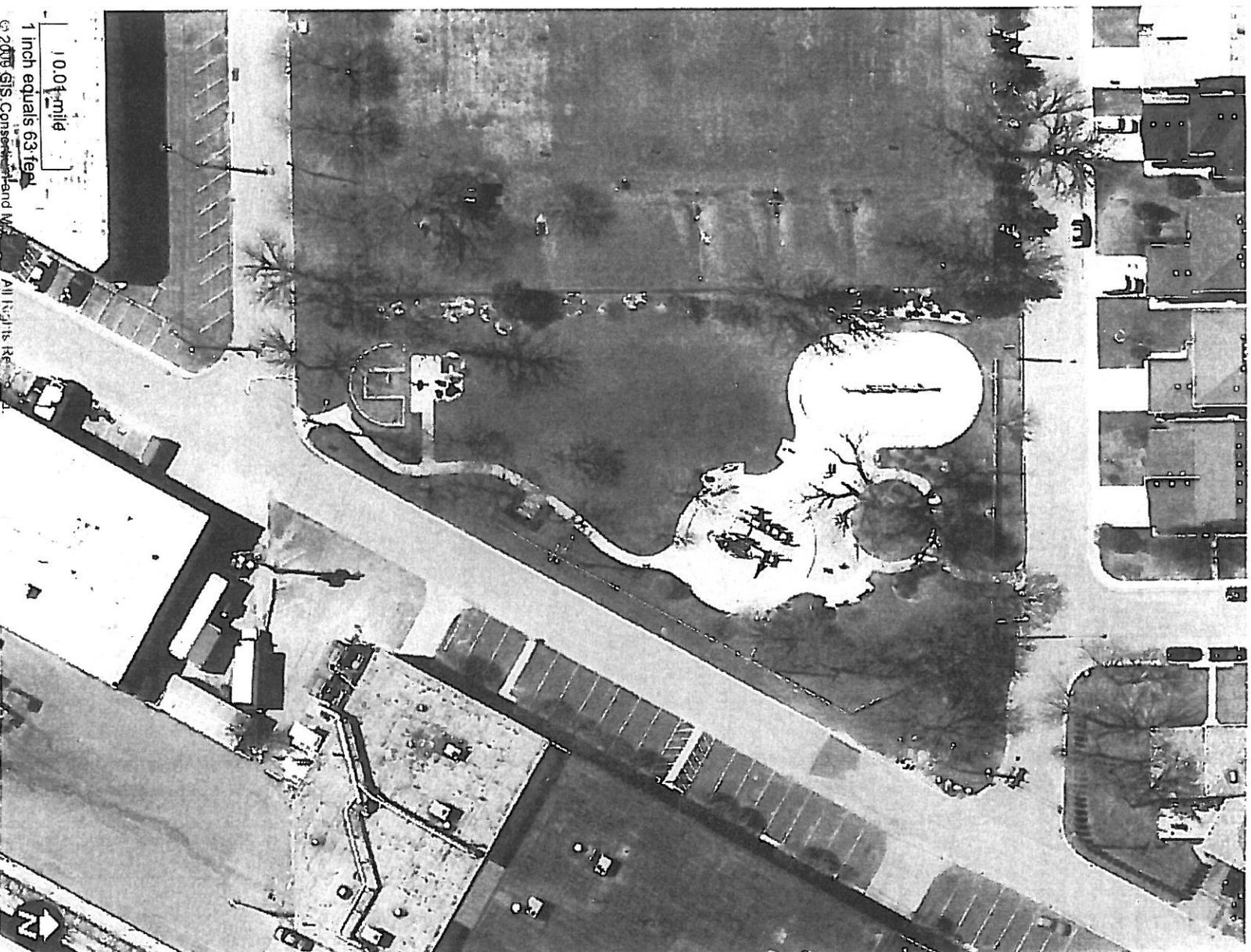
The positive attributes of this site include:

1. Adequate parking
2. Away from residential
3. Adjacent to other activities (basketball, playground, open grass areas)
4. Compatible with other park uses
5. Central location



MapOffice™

Springfield Park



1:0.04=1mile

1 inch equals 63 feet

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Village of Lincolnwood
Parks Recreation Park Summary

Name of Park	Location	Size (Acres)	Classification	Amenities
Henry A. Proesel Park	7155 Kostner	21	Community Park	1 Swimming Pool/Aquatic Center, 4 Baseball / Softball Diamonds, 2 Basketball Courts, 2 Volleyball Courts, 2 Playgrounds, 3 Tennis Courts, 1 In-Line Skating Rink, 1 Picnic Shelter Building, 1 Quiet Pergola Sitting Area, 1 Multi-Use Paved Path,
Kildare Park	7245 Kildare	0.25	Mini-Park	1 Playground, 1/2 Court Basketball Area
Columbia Park	3745 Columbia	0.27	Mini-Park	1 Playground, 1/2 Court Basketball Area
Arthur A. Goebell Park	6621 Kilbourn	1	Mini-Park	1 Playground, 1/2 Court Basketball Area
Charles L. O'Brien Park	7260 East Prairie	0.85	Mini-Park	1 Playground, 1/2 Court Basketball Area
M. Lester Flowers Park	4520 Pratt	2	Neighborhood Park	1 Playground, 2 - 1/2 Court Basketball Area, 2 Tennis Courts, 1 Baseball Diamond
G.G. Rowell Park	6555 Navajo	0.5	Mini-Park	1 Playground, 2 - 1/2 Court Basketball Area
Drake Park	6750 Drake	0.85	Mini-Park	1 Playground, 2 - 1/2 Court Basketball Area
Kenneth Park	7255 Kenneth	0.4	Mini-Park	1 Playground, 1/2 Court Basketball Area
Springfield Park	3901 Arthur	1.9	Mini-Park	1 Playground, 1/2 Court Basketball Area
Central Park	6451 Central Park	0.7	Neighborhood Park	1 Playground, 1/2 Court Basketball Area, 2 Tennis Courts
Richard R. Rossi Park	7025 Keystone	0.5	Mini-Park	1 Playground, 1/2 Court Basketball Area
Channel Runne Park	6801 McCormick	19.9	Neighborhood Park	Multi-Use Paved Path
NUMBER OF PARKS & ACREAGE SUMMARY				
Total Number of Parks	13 Parks			
Total Recreational Acreage:				
Lincolnwood Parks & Recreation Department Community Park Acreage (Owned): 21 Acres				
Description: May include recreational facilities, athletic complex, swimming pool, picnic area (desirable size = 25+ acres)				
TOTAL COMMUNITY PARK ACREAGE: 21.0 Acres				
Lincolnwood Parks & Recreation Department Neighborhood Park Acreage (Owned): 2.7 Acres				
Lincolnwood Parks & Recreation Department Neighborhood Park Acreage (Leased): 19.9 Acres				
Description: May include field games, court games, playground area, picnic area (desirable size = 15+ acres)				
TOTAL NEIGHBORHOOD PARK ACREAGE: 22.6 Acres				
Lincolnwood Parks & Recreation Department Mini-Park Park Acreage (Owned): 6.52 Acres				
Description: Limited population parks or specific to a group such as tots, teens, seniors etc (desirable size = 1 acre or less)				
TOTAL MINI-PARK ACREAGE: 6.52 Acres				
Total	50.12			
NRPA recommended standard for overall Community Parkland: 10 Acres / 1,000 Population				
NRPA recommended standard for overall Neighborhood Parkland: 2 Acres / 1,000 Population				
NRPA recommended standard for overall Mini-Park Parkland: .5 Acres / 1,000 Population				
		Total	Standard	Deficient
Lincolnwood Community Parkland		21	123.59	(102.59)
Lincolnwood Neighborhood Parkland		22.6	24.72	(2.12)
Lincolnwood Mini-Park Parkland		6.52	6.17	0.35
Total		50.12	154.48	(104.36)
Difference		(104.36)	Acreage	
*Lincolnwood Parks & Recreation is deficient in parkland based on the National Standard				

Lincolnwood Parks Recreation Skate Park Survey

Please select your age:			Please select your residency:				
0 - 5	3	2%	Resident	102	81%		
6 - 12	15	12%	Non-Resident	24	19%		
13 - 18	51	40%					
19 - 25	6	5%		126			
26 - 31	5	4%					
32 - 40	33	26%					
41 - 50	11	9%					
51+	2	2%					
Total	126						
I am a:							
Skateboarder		51		40%			
In-Line Skater		17		13%			
Niether, but want to learn		27		21%			
None of the above		31		25%			
Total		126					
Where do you currently skate?							
Evanston Skate Park		17		11%			
Glenview Skate Park		19		12%			
Northbrook Skate Park		19		12%			
Chicago (Wilson or 35th)		32		21%			
Wilmette Skate Park		12		8%			
Winnetka Skate Park:		8		5%			
I do not skate		32		21%			
Other		15		10%			
Total		154					
Would you support a skate area in an existing park in Lincolnwood?							
Yes	122	97%					
No	4	3%					
Total	126						
Do you wear a helmet or any other protective equipment when skating?							
Yes	46	74%					
No	16	26%					
Total	62						
Please rate the following ammenities on a scale of 1 - 5 (1 - Most Important, 5 - Least Important)							
		1	2	3	4	5	Rating Average
Steps	15	7	8	9	13		2.96%
Railings / Ledges	13	19	17	6	1		2.34%
Drop-Ins	8	9	18	14	4		2.94%
Ramps	7	12	8	17	10		3.20%
Other	9	1	0	5	3		2.56%
Total	52	48	51	51	31		

DJC

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STATE OF OREGON, COUNTY OF MULTNOMAH, --ss.

I, MARC CAPLAN, being first duly sworn, depose and say that I am a Manager of the DAILY JOURNAL OF COMMERCE, a newspaper of general circulation in the counties of CLACKAMAS, MULTNOMAH and WASHINGTON as defined by ORS 193.010 and 193.020; published at Portland in the aforesaid County and State; that I know from my personal knowledge that the

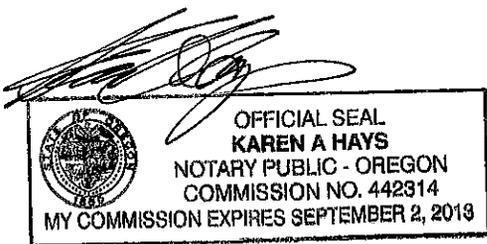
REQUEST FOR PROPOSALS
NATIONAL JOINT POWERS ALLIANCE - ATHLETIC AND/OR RECREATIONAL RELATED SURFACES TO INCLUDE
ATHLETIC EQUIPMENT AND ACCESSORIES

a printed copy of which is attached, was published in the entire issue of this newspaper for 5 time(s) in the following issues:

07/19/2010, 07/20/2010, 07/21/2010, 07/22/2010, 07/23/2010.



Subscribed and sworn to before me this 19th day
of August, 2010.



**NATIONAL JOINT POWERS
ALLIANCE®
ATHLETIC AND/ OR
RECREATIONAL RELATED SURFACES
TO INCLUDE ATHLETIC EQUIPMENT
AND ACCESSORIES**

**Proposals due 4:00 pm, August 18
REQUEST FOR PROPOSAL**

The National Joint Powers Alliance® (NJPA) issues this request for proposal (RFP) to provide ATHLETIC AND/OR RECREATIONAL RELATED SURFACES TO INCLUDE ATHLETIC EQUIPMENT AND ACCESSORIES, to NJPA, and current and potential NJPA Members from government, education to include Colleges and Universities, and non-profit agencies in all 50 states, and with potential international distribution. Specifications and details of this RFP are available beginning July 19, 2010 and continuing until August 9, 2010. Details and specifications may be obtained by letter of request to Gregg Meierhofer, NJPA, 200 First Street Northeast, Staples, MN 56479, or by e-mail at RFP@njpacoop.org. Sealed Proposals will be received until August 18, 2010 at 4:00 p.m. at the above address. NJPA reserves the right to reject any and all Proposals.

Published July 19, 20, 21, 22 & 23, 2010.
10164456GB-5t

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Attn: GINGER LINE
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Order No.: 10164456
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CURRENT OPEN INVITATIONS

The National Joint Powers Alliance® (NJPA) issues this request for proposal (RFP) to provide **ATHLETIC AND/OR RECREATIONAL RELATED SURFACES TO INCLUDE ATHLETIC EQUIPMENT AND ACCESSORIES**, to NJPA, and current and potential NJPA Members from government, education to include Colleges and Universities, and non-profit agencies in all 50 states, and with potential international distribution. Specifications and details of this RFP are available beginning July 19, 2010 and continuing until August 9, 2010. Details and specifications may be obtained by letter of request to Gregg Meierhofer, NJPA, 200 First Street Northeast, Staples, MN 56479, or by e-mail at RFP@njpacoop.org. Sealed Proposals will be received until August 18, 2010 at 4:00 p.m. at the above address. NJPA reserves the right to reject any and all Proposals.

The National Joint Powers Alliance® (NJPA) issues this Invitation For Bid (IFB) on behalf of, and to provide Indefinite Quantity Construction Contracting (IQCC) services to NJPA, current and potential qualified NJPA government, education, and non-profit Members in the individual Geographic Areas of North West MN, North East MN, Central MN, Minneapolis Area, South West MN and South East MN. It is the intention of NJPA to award multiple contracts for construction services in each of these six Geographic Areas. Each contract has an estimate annual value as indicated in the table above and an initial term of one (1) year. Each contract contains bilateral option provisions for three (3) additional one year periods. The total term of the contract cannot exceed four (4) years

IQCC is a construction contracting procurement system that provides facility owners access to “on-call” general contractors to provide immediate construction services over an extended period of time.

Intending bidders are required to attend one of the three pre-bid seminars for the purpose of discussing the IQCC procurement system, the contract documents, and bid forms. Attendance at one (1) of the three (3) pre-bid seminars listed below is a mandatory condition of bidding. The mandatory pre-bid seminars will be held at the following times and locations:

7/13/2010 11:00 a.m. NJPA, 200 First Street, NE, Staples, MN 56479

7/14/2010 11:00 a.m. Holiday Inn Express, 2051 Adams St., Mankato, MN 56001

7/15/2010 11:00 a.m. White Bear Country Inn, 4940 N. Highway 61, White Bear lake, MN 55110

An electronic (CD) copy of the IFB Documents which include the instructions for submitting a bid and the bid documents may be obtained by letter of request to Gregg Meierhofer, NJPA, 200 First St. Northeast, Staples, MN 56479, or by email request to EZIQC@NJPACOOOP.org. All requests must include mailing address, email address, contact name, and phone number. Bids for Group A are due by 4:30 p.m. CDT on 07/27/10 and will be opened at 9:00 a.m. on 07/28/10. Bids for Group B are due by 4:30 p.m. CDT on 07/28/10 and will be opened at 9:00 a.m. on 07/29/10. IFB's will be available until the bid opening date of July 27, 2010.

Direct questions regarding this IFB to: Gregg Meierhofer EZIQCr@NJPACOOOP.org or (218) 894-5473.

The National Joint Powers Alliance® (NJPA) issues this request for proposal (RFP) to provide FURNITURE AND/OR RELATED SERVICES, SUPPLIES, AND ACCESSORIES, to NJPA, and current and potential NJPA Members from government, education to include Colleges and Universities, and non-profit agencies in all 50 states, and with potential international distribution. Specifications and details of this RFP are available beginning April 28, 2010 and continuing until May 19, 2010. Details and specifications may be obtained by letter of request to Gregg Meierhofer, NJPA, 200 First Street Northeast, Staples, MN 56479, or by e-mail at RFP@njpacoop.org. Sealed Proposals will be received until May 28, 2010 at 2:00 p.m. at the above address. NJPA reserves the right to reject any and all Proposals.

Addendum #051210

The National Joint Powers Alliance® (NJPA) issues this Invitation For Bid (IFB) on behalf of, and to provide Indefinite Quantity Construction Contracting (IQCC) services to NJPA, current and potential NJPA government, education, and non-profit Members in the individual Geographic Areas of United States. It is the intention of NJPA to award multiple contracts in each State for; Mitigation and Restoration services. Each contract has an estimated annual value of \$2,000,000 to \$4,000,000 initial term of one (1) year. Each contract contains bilateral option provisions for three (3) additional one year periods. The total term of the contract cannot exceed four (4) years.

IQCC is a construction contracting procurement system that provides facility owners access to "on-call" contractors to provide immediate construction services over an extended period of time.

Intending bidders are required, to attend one (1) of the two (2) pre-bid seminars which shall be conducted for the purpose of discussing the IQCC procurement system, the contract documents, and bid forms. Attendance at one (1) of the two (2) pre-bid seminars listed below is a mandatory condition of bidding. The pre-bid seminars will be held at the following locations and times:

4/27/10 10:00 a.m. Courtyard Boston Downtown/Tremont – 275 Tremont Street, Boston, MA 02116
5/12/10 10:00 a.m. Marriott Suites 2493 North Stemmons Freeway Dallas, TX 75207

An electronic (CD) copy of the IFB Documents which include the instructions for

submitting a bid and the bid documents may be obtained by letter of request to Gregg Meierhofer, NJPA, 200 First St. Northeast, Staples, MN 56479, or by email request to EZIQC@NJPACOOOP.org. All requests must include mailing address, email address, contact name, and phone number. Bids are due by 4:00 p.m. CDT on 5/25/10 and will be opened at 9:00 a.m. on 5/26/10 IFB's will be available until the bid opening date of May 26, 2010.

Direct questions regarding this IFB to: Gregg Meierhofer EZIQC@NJPACOOOP.org or (218) 894-5473.

The National Joint Powers Alliance® (NJPA) issues this Invitation For Bid (IFB) on behalf of, and to provide Indefinite Quantity Construction Contracting (IQCC) services to NJPA, current and potential NJPA government, education, and non-profit Members in the individual Geographic Areas of Northern Georgia, Eastern Georgia, Southern Georgia, and Southeastern Georgia. It is the intention of NJPA to award contracts for General Construction, Mechanical Construction, and Electrical Construction services in each of these four (4) Geographic Areas. Each contract has an estimated annual value as indicated in the table above and an initial term of one (1) year. Each contract contains bilateral option provisions for three (3) additional one year periods. The total term of the contract cannot exceed four (4) years.

IQCC is a construction contracting procurement system that provides facility owners access to "on-call" contractors to provide immediate construction services over an extended period of time. .

Intending bidders are required, to attend one of the three (3) pre-bid seminars which shall be conducted for the purpose of discussing the IQCC procurement system, the contract documents, and bid forms. Attendance at one of the three pre-bid seminars listed below is a mandatory condition of bidding. The pre-bid seminars will be held at the following locations and times:

5/4/10	9:30 a.m.	Hilton Atlanta Airport – 1031 Virginia Ave., Atlanta, GA 30354
5/5/10	9:30 a.m.	Hilton Garden Inn Airport – 800 Albany Shaker Rd., Albany, GA 12211
5/6/10	9:30 a.m.	Hilton Garden Inn Airport – 80 Clyde E. Martin Dr., Savannah, GA 31408

An electronic (CD) copy of the IFB Documents which include the instructions for submitting a bid and the bid documents may be obtained by letter of request to Gregg Meierhofer, NJPA, 200 First St. Northeast, Staples, MN 56479, or by email request to EZIQC@NJPACOOOP.org. All requests must include mailing address, email address, contact name, and phone number. Bids are due by 4:00 p.m. CDT on 5/25/10 and will be opened at 9:00 a.m. on 5/26/10 IFB's will be available until the bid opening date of May 26, 2010.

Direct questions regarding this IFB to: Gregg Meierhofer EZIQC@NJPACOOOP.org or (218) 894-5473.

Addendum No. 1

Addendum No. 2

Please contact [Gregg Meierhofer](#) at 218-894-5473 for question or more information.
Also visit: noticetobidders.com

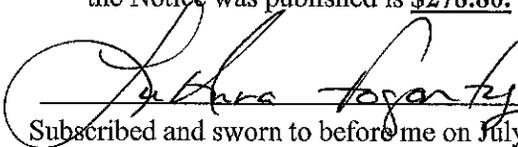
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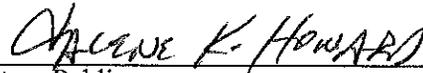
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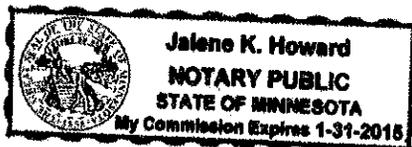
STATE OF MINNESOTA)
COUNTY OF HENNEPIN)

LuAnna Fogarty, being duly sworn, on oath says she is and during all times herein stated has been an employee of Star Tribune Media Company LLC, a Delaware limited liability company with offices at 425 Portland Avenue, Minneapolis, Minnesota 55488, publisher and printer of the *Star Tribune* newspaper (the "Newspaper"), published 7 days a week, and has full knowledge of the facts herein stated as follows:

1. The Newspaper meets the following qualifications:
 - (a) The Newspaper is printed in the English language in newspaper format and in column and sheet form equivalent in printed space to at least 1,000 square inches;
 - (b) The Newspaper is printed daily and distributed at least five days each week;
 - (c) In at least half of its issues each year, the Newspaper has no more than 75 percent of its printed space comprised of advertising material and paid public notices. In all of its issues each year, the Newspaper has not less than 25 percent of its news columns devoted to news of local interest to the community that it purports to serve. Not more than 25 percent of the Newspaper's non-advertising column inches in any issue duplicates any other publication;
 - (d) The Newspaper is circulated in the local public corporation which it purports to serve, and has at least 500 copies regularly delivered to paying subscribers;
 - (e) The Newspaper has its known office of issue established in either the county in which it lies, in whole or in part, the local public corporation which the Newspaper purports to serve, or in an adjoining county;
 - (f) The Newspaper files a copy of each issue immediately with the state historical society;
 - (g) The Newspaper is made available at single or subscription prices to any person, corporation, partnership, or other unincorporated association requesting the Newspaper and making the applicable payment;
 - (h) The Newspaper has complied with all the foregoing conditions for at least one year immediately preceding the date of the notice publication which is the subject of the Affidavit; and
 - (i) Between September 1 and December 31 of each year, the Newspaper publishes and submits to the secretary of state, along with a filing fee of \$25, a sworn United States Post Office periodical class statement of ownership and circulation.
2. The printed copy of the matter attached hereto (the "Notice") was copied from the columns of the Newspaper and was printed and published in the English language on the following days and dates: **Monday, July 19, 2010; and Monday, July 26, 2010.**
3. Except as otherwise directed by a particular statute requiring publication of a public notice, the Notice was printed in a typeface no smaller than six point with a lowercase alphabet of 90 point.
4. The Newspaper's lowest classified rate paid by commercial users for space comparable to the space in which the Notice was published is **\$278.80.**


Subscribed and sworn to before me on July 26, 2010


Notary Public



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National Joint Powers Alliance
200 First St NE
Staples, MN 56479**

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Class 214**

THE NATIONAL Joint Powers Alliance® (NJPA) issues this request for proposal (RFP) to provide ATHLETIC AND/OR RECREATIONAL RELATED SURFACES TO INCLUDE ATHLETIC EQUIPMENT AND ACCESSORIES, to NJPA, and current and potential NJPA Members from government, education to include Colleges and Universities, and non-profit agencies in all 50 states, and with potential international distribution. Specifications and details of this RFP are available beginning July 19, 2010 and continuing until August 9, 2010. Details and specifications may be obtained by letter of request to Gregg Meierhofer, NJPA, 200 First Street Northeast, Staples, MN 56479, or by e-mail at RFP@njpacoop.org. Sealed Proposals will be received until August 18, 2010 at 4:00 p.m. at the above address. NJPA reserves the right to reject any and all Proposals.

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DRAWN BY Eric Whitaker
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REP. PHONE
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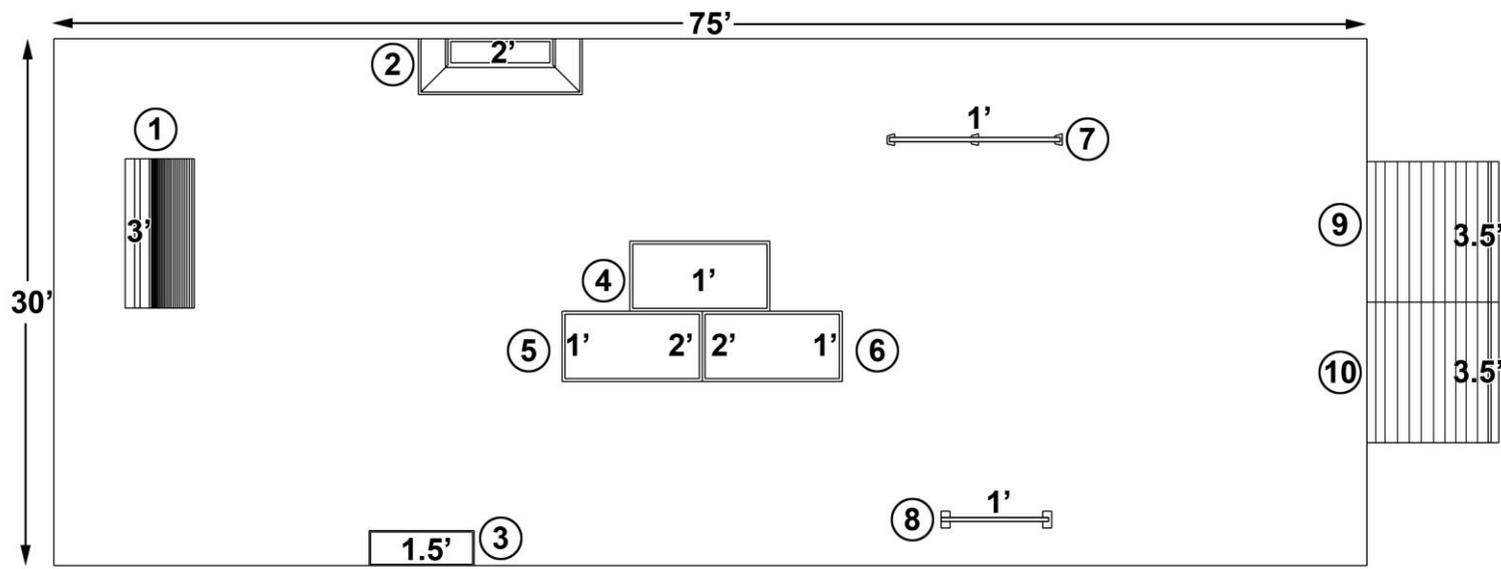
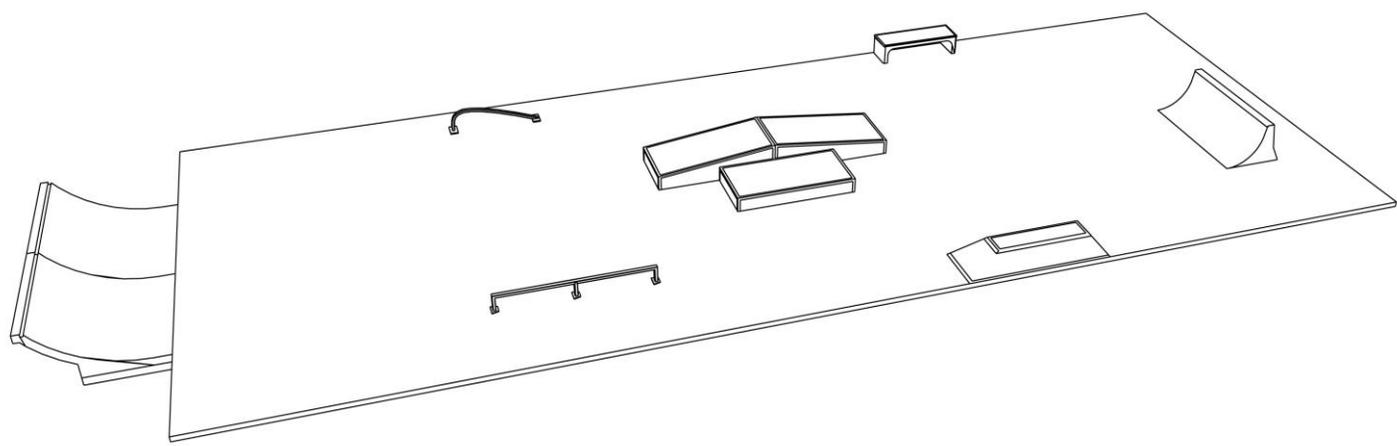


CUSTOMER APPROVAL	DATE

PARK ENCLOSED?	No
PRO SERIES	-
X SERIES	-
STEALTH SERIES	-
SOLO SERIES	✓

PROJECT NAME
 Lincolnwood Skate Park

DESIGN NO. 2924



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Design #	Ready to Ship	FOB
2924	30-60 Days	Lincolnwood, IL

Item	Obstacle	Height	Width	Length	Price
1	Jersey Barrier (inground)	3.0'	8.5'	4.5'	
2	LA High Bank (Replica Series)	2.0'	3.2'	11.5'	
3	Skate Bench (Concrete)	1.5'	2.0'	6.0'	
4	Manual Pad	1.0'	4.0'	8.0'	
5	Manual Pad	1'-2'	4.0'	8.0'	
6	Manual Pad	1'-2'	4.0'	8.0'	
7	Grind Rail (Square)	1.0'	3"	10.0'	
8	Grind Rail (Launch Rail)	1.5'	2"	6.0'	
9	Quarter Pipe (ND)	3.0'	8.0'	6.0'	
10	Quarter Pipe (ND)	3.0'	8.0'	6.0'	
	Subtotal				\$27,472.25
	7% NJPA Discount				-\$1,923.06
	Freight				\$1,788.00
	TOTAL				\$27,337.19
	Installation				\$6,603.91
	Site Work				\$23,500.00
	GRAND TOTAL				\$57,441.10

Options and upgrades:

- Add 10% if equipment is installed in ground (Note: Footings for equipment must be poured before installation and pad must be poured after equipment is installed).
- If your project is subject to sales tax please call for revised quote.



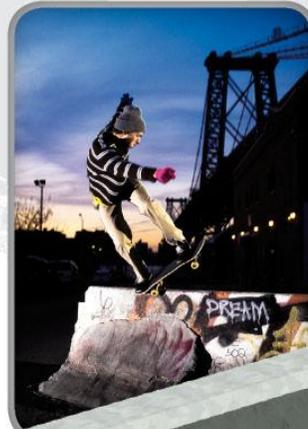
Purchase through our competitively bid government NJPA contract.

WE LOOK FORWARD TO BUILDING YOU A GREAT SKATE PARK!

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REPLICA Series

There are a handful of famous skate spots located around the globe that are regularly featured in skate magazines and videos. From the Sants Bench in Barcelona Spain to the Hubba Hideout in San Francisco, California; most skaters will never have the opportunity to travel to a faraway destination to skate any of these legendary spots. So we have developed our Replica Series equipment which duplicates these sites exactly down to the precise angles and dimensions. It is now possible to bring these coveted skate spots to your local skatepark. Though we have not changed the dimensions of the original spots, our engineers have improved the structural durability to withstand the abuse that skateboarding causes on equipment. Our Replica Series equipment can be incorporated into master plan designs or can easily be added to existing skatepark facilities to expand the skating experience.



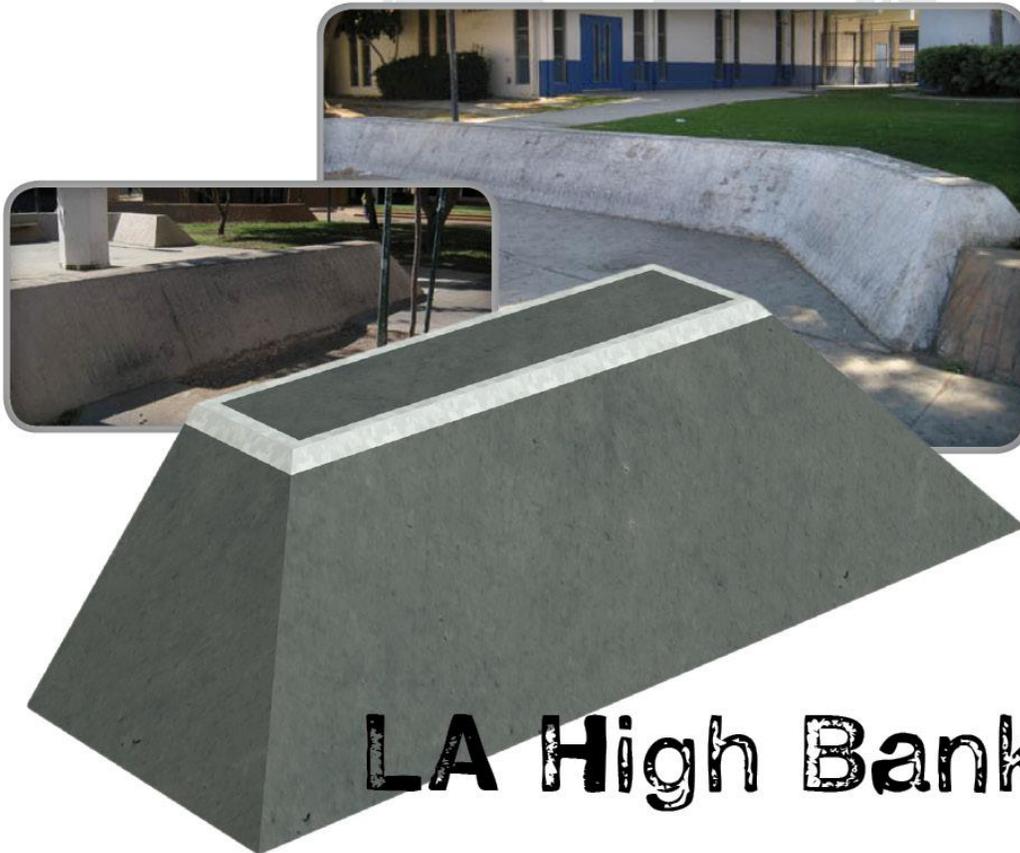
Jersey Barrier

**LOCATION:
ROADWAY CONSTRUCTION**

The Replica Series Jersey Barrier is a timeless element in skateboarding history possessing the perfect height and dimensions for skateboarding. Our Replica piece maintains the standard dual-slant profile on one side while adding a radius to the other. We have also added subtle steel protection to the top edges staying true to the original "feel" of the riding experience.

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There are a handful of famous skate spots located around the globe that are regularly featured in skate magazines and videos. From the Sants Bench in Barcelona Spain to the Hubba Hideout in San Francisco, California; most skaters will never have the opportunity to travel to a faraway destination to skate any of these legendary spots. So we have developed our Replica Series equipment which duplicates these sites exactly down to the precise angles and dimensions. It is now possible to bring these coveted skate spots to your local skatepark. Though we have not changed the dimensions of the original spots, our engineers have improved the structural durability to withstand the abuse that skateboarding causes on equipment. Our Replica Series equipment can be incorporated into master plan designs or can easily be added to existing skatepark facilities to expand the skating experience.



LA High Bank

LOCATION: LOS ANGELES, CALIFORNIA

The sloped walls lend themselves perfectly to executing today's popular ledge tricks. We improved upon the original design by precision casting with our 9000 PSI concrete and adding galvanized steel protective edging directly into the molds.



NJPA VENDOR CONTRACT SUMMARY – AMERICAN RAMP COMPANY

DATE October 21, 2010	RFP # 081910
AWARDED CONTRACT NUMBER 081910-ARC	NJPA RFP TITLE & CATEGORY Athletic and/or Recreational Related Surfaces to Include Athletic Equipment and Accessories
CONTRACT PERIOD October 21, 2012 through October 20, 2016	PRICING MODEL Line item pricing
DESCRIPTION Comprehensive offering of every skatepark build option and other related supplies and services.	
VENDOR NAME AND ADDRESS American Ramp Company 601 Mckinley Joplin, MO 64801	VENDOR CONTACT John Hunter 417-206-6816

NJPA CONTRACTS CONSIST OF THE FOLLOWING DOCUMENTS Section 2.4“Contract” as used herein shall mean cumulative documentation consisting of the RFP, and entire Bidder’s Response, and fully executed “Acceptance and Award”. <ul style="list-style-type: none"> • Request for Proposal (RFP) • Bid Acceptance & Award • Bidder's Response and Pricing - Available upon request from the NJPA Contract Manager 	RELATED CONTRACT DOCUMENTATION <ul style="list-style-type: none"> • Affidavit of Advertisement • Bid Opening Witness Page • Bid Evaluation • Bid Comment & Review • Board Minutes
DOCUMENTATION OF CONTRACT MAINTENANCE <ul style="list-style-type: none"> • Renewal Extension 10/21/12 • Renewal Extension 10/21/11 	ADDITIONAL INFORMATION: American Ramp Company Contract Award Announcement

NJPA INFORMATION

NJPA CONTACT Gordy Thompson	TITLE NJPA Contract Manager
PHONE 218-894-5489	EMAIL Gordy.thompson@njpacoop.org
ADDRESS 202 12th Street NE, P.O. Box 219, Staples, MN 56479	WEBSITE www.njpacoop.org



DIRECTOR'S REPORT

Jan Hincapie, Director of Parks and Recreation

March, 2013

jphincapie@lwd.org

Park Lease

Staff has been approached by the owner of a vacant lot in Lincolnwood to enter into a lease agreement for public use. Staff is currently researching this possibility. The thought was that the land would be taken off the tax rolls and a ten year lease would be developed between the owner and the Village. Appropriate use for the land would be an adult fitness park with a small trail, space on the grass for fitness classes and meditation, along with outdoor fitness weight equipment similar to that found in a gym. We are in the preliminary stages of research and plan to come back to the Park Board when we have more information.

Comprehensive Master Plan

Staff is working on an implementation plan for the recommendations made in the Comprehensive Master Plan. While we have been working on the initiatives, there hasn't been a formal document outlining the plan. I will present the Park Board with a draft in May.

DCEO Grant

Approximately three years ago Senator Ira Silverstein announced a \$50,000 grant for park improvements. Following the announcement and a number of times since the Village has tried to secure a grant agreement for the funds. When Senator Silverstein sat with staff and the Board at the IPR Conference luncheon he assured us that he would work with us to get the money. I have followed up with his staff since talking to him at the conference.

East Side of the Channel

Following an inquiry by a soccer group to use land for practice and games, I contacted the Metropolitan Water Reclamation District to see if the land on the east side of the channel was available. I found out that it was leased to the Chicago Park District. Does anyone have a recollection of Lincolnwood being informed of the Park District leasing land within the Village? This happened at the same time that the Thillens lease was executed, but there is no record of a lease running from Devon to Touhy. The Chicago Park District isn't using the land. I have contact Alderman Silverstein of the City of Chicago to check the history of this lease. While there are no plans for use of this property at this time, it is troubling to think that the Chicago Park District leased land outside their boundaries without notifying the municipality.

Phase II Engineering Agreements

Staff reached out to officials in Springfield at IDOT to check the status of the agreements submitted in December for the two bike paths. The estimated turnaround time for the agreements is 3-6 months. We are coming up on three months. Once the agreements are approved we can hire an appraiser and start the development of construction documents.

Staff continues to be in communication with ComEd to secure a draft lease. There are numerous departments that have had to review the conceptual plan for the bike path. Now Steve Berez is reviewing those documents. A meeting was held with American Publishing International to finalize the area of their parking lot that will be used for the path. That information has been submitted to ComEd. The end result will be a small commercial lease that will be payable through 2018 and a recreational lease at no cost for the rest of the land.

Vacation

I will be out of the office and area from noon on Friday, March 22, returning Monday, April 1. You may contact Jan Springer or Andy Thurman in my absence.



Superintendent of Recreation Report

Jan Springer, CPRP

March 2013

jspringer@lwd.org

Department Communication

- **Facebook**

Our Facebook “likes” continue to come in strong. We currently have 341 people following us. I try to post updates every day now that we have a strong following. I have been using Facebook to post messages about class cancelations, important registration dates and deadlines and photos from various programs. Friends have been posting questions on the site, which is a good indicator that they are using it as two-way communication.

- **Website**

I will be participating in website redesign meetings next week. On March 12 American Eagle will present their ideas for our website redesign. On March 14, staff will be trained on WordPress, the replacement for BeSavvy. I look forward to working on our new website and learning more about WordPress.

- **Recreation Brochures**

The summer brochure is in the final stage of editing and should be sent to the printer this week. We anticipate delivery the week of March 18. This publication will be in full color like the day camp brochure.

- **Woodward Printing Services**

Staff recommended a one year extension on the Woodward Printing Services contract. After securing pricing from two other vendors, Woodward Printing Services came in with the lowest overall price. This will be our fourth year working with Woodward. We have received exceptional service and expect that to continue through 2013.

- **Constant Contact**

Program evaluations have been sent out via Constant Contact for afterschool athletics, birthday parties, Daddy Daughter Dance and Community Center rentals. The results are very favorable and include good feedback for bettering certain aspects of each program. Staff will review and make adjustments as needed.

I will be attending a Constant Contact workshop on March 13 to learn more about the tools we are able to use with our membership.

Turkey Trot

Please see presentation and report.

former members of the skate park task force. We worked with these designs and came up with something that would fit our space and provide an excellent experience for the skaters. The recommendation for the Skate Spot will be presented at the Parks and Recreation Board Meeting.

Park Inspections

Sheet is attached

CSL Sports/Programs

Staff met with the Skokie and Morton Grove Park Districts along with representatives from the Positive Coaching Alliance. This is a group that helps guide coaches and parents of youth sports on how to behave and conduct themselves throughout their child's sporting events. This group also gives coaches plans and instruction ideas. We are discussing split of costs between our department and the other Park Districts. This discussion will include the Lincolnwood Baseball Association and the Skokie and Morton Grove affiliate groups as well.



Superintendent's Report

March 2013

Andy Thurman, Superintendent of Parks and Facilities athurman@lwd.org

Pool

Over 40 returning guards sent in their letters and another 15 new guards applied for positions at the pool. We will start interviews next week and continue through spring break. We have also started to receive applications for front desk and maintenance staff. We will run our trainer certification the second and third weekend in May. Our current staff training and recertification will be held the week of May 20 and orientation will be May 28 through May 31.

Maintenance and Front Desk staff will start their orientation on May 28. We continue to have our maintenance staff work throughout the week finalizing the preparation for opening day.

We are currently still looking for a manager for the Aquatic Center. We have interviewed one person and have had interest from a management company to oversee the aquatic center. I should receive a quote from them in the next week. This company would manage the lifeguards, in-service training and the daily filter room. It is a completely new concept, but we thought it was worth checking out.

The permit for the ADA aquatic lift plates will be approved in the next few weeks. One will be near the south end of the main pool and the other will be along the east side of the Activity Pool. The lifts will be installed before opening day.

I attended an aquatic meeting at the IRMA (Intergovernmental Risk Management Agency) offices on February 20, to review upcoming standards set by IRMA. They reviewed the plan and answered several questions. There is a long list of items we are working on, as IRMA will be running pool audits this year.

Springfield Park

The equipment was delivered to Hacienda Landscaping on Monday, March 4. They expect to start installation on Monday, March 11, depending on the weather. The installation should only take a few days to complete.

I have spent several days working with members of American Ramp Company and some of the skaters from the Task Force from 2009. Several designs were given to staff and

former members of the skate park task force. We worked with these designs and came up with something that would fit our space and provide an excellent experience for the skaters. The recommendation for the Skate Spot will be presented at the Parks and Recreation Board Meeting.

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Playground Inspection Report Summary

Date(s) of Inspection: February 28, 2013

Inspector: Andy Thurman

Hazard Ranking System

- #1 – Condition should be corrected immediately, hazard level high
- #2 – Condition should be corrected as soon as possible, hazard level low
- #3 – Condition is aesthetic, brings the appearance of the park down
- #4 – ASTM Standard, will be fixed when the park is remodeled

PROESEL PARK

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Mulch Spring 2013
#3	PW		Holes drilled in swings for drainage

KENNETH PARK (Equipment New 2009)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Need ADA sand digger spring 2013

KILDARE PARK (Equipment New 2007)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Mulch will be ordered spring 2013
#3	ParksRec		New clear plastic circle to be ordered spring 2013

GOEBELT PARK (Equipment new 2007)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Mulch will be ordered spring 2013
#3	PW		Blacktop on the ends of the basketball court spring 2013
#3	PW		Basketball court needs painting spring 2013
#3	PW		New ADA sand digger spring 2013
#3	PW		Holes drilled in swings for drainage

O'BRIEN PARK

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Please spread out picnic tables, moving some near basketball courts
#2	PW		Can we add a new sloped sidewalk into the park near the new sidewalk?
#4	PW		Equipment needs cleaning/painting at next remodel
#3	ParksRec		New mirror piece will be ordered and installed spring 2013

ROSSI PARK (Equipment New 2009)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		We need to order new swings in 2013
#3	PW		New ADA sand digger spring 2013

COLUMBIA PARK (Equipment New 2006)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Basketball court needs painting BAD
#3	PW		Mulch will be ordered spring of 2013
#3	PW		Drill holes for swing drainage

CENTRAL PARK

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Basketball court needs to be painted spring/summer 2013
#3	PW		Tennis windscreens need to be replaced
#3	PW		Drill holes for swing drainage

DRAKE PARK

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Mulch will be ordered spring 2013
#3	PW		Remove spring equipment
#3	PW		Holes need to be drilled in the swing seats

SPRINGFIELD PARK (budgeted 2012/13)

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
			Park will be replaced 2012/2013
#3	PW		Structure is rotting
#3	PW		Swings should have holes drilled to allow for drainage

G.G. ROWELL PARK

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Mulch is being ordered for this park
#4	ParksRec		New sand digger when park replaced
#3	PW		Holes need to be drilled in swings for drainage

FLOWERS PARK

<u>Rank</u>	<u>Reported</u>	<u>Fixed</u>	<u>Description</u>
#3	PW		Please replace tennis nets
#3	PW		Please drill holes in swing seats to allow drainage
#4	PW		Blacktop by tennis and tree needs to be replaced
#2	PW		Remove flower spring equipment
#3	PW		Mulch will be ordered in the Spring 2013
#3	PW		Blacktop for the basketball courts
#3	PW		A skateboard ramp was removed from the playground and taken to public works. It will be stored until someone calls to pick it up.



Community Center Program Supervisor Report

March 2013

Katie Smith

ksmith@lwd.org

Community Center

The Community Center has seen an increase in activity during the month of March compared to years past. Rentals reservations are almost at the 2012 numbers for the month. In 2012 we booked 13 rentals, 11 large room and two small room, totaling \$4,150 in rental revenue (67 hours for both rooms). We are currently at 11 rentals, eight large room and three small room, totaling \$3,622 in rental revenue (55 hours for both rooms). In mid-March new sessions of Zumba, RIPPED, Tai Chi, Yoga and Boot Camp will all start adding even more activity to the building.

School's Out/Spring Break Escapes

Spring Break is right around the corner running March 22 - March 29. We are offering Spring Break Escapes during this time for kids to get out of the house and hang out with friends. We are working with M-NASR to secure transportation and also have some great in-house activities planned including a live Clue game and Cooking 101.

Memorial Day Parade

We have been very fortunate to have Mr. William Koch, the past band director at Niles West High School, provide us with a fabulous marching band to kick off the parade. 2012 marked Mr. Koch's retirement from the band. While we are sad to see such a wonderful leader leave, we are pleased to announce that Mr. Justin Johnson will be stepping up to the plate and will be leading the band at the parade this year. We look forward to our new relationship with Mr. Johnson and another wonderful parade this May.

Summer Camp

Due to the Chicago Public School schedule differing from School District 74, the first session of camp will be prorated for CPS campers registering for the full session. Non-resident registration began on March 1. Below is a breakdown of registration totals by camp as of March 5 at 4:45pm.

Camp	Session 1	Session II	Pick-a-Week
Prairie Dogs	13	8	1
Little Lincolns	19	13	3
Camp Potawatomie	4	5	0
Rutledge Rockets	5	5	0
Adventure Camp	23	18	4
Warm Ups	2	2	0
Overtime	2	2	1
Total	68	53	9



Community Outreach Coordinator

Genelle Iocca

March 2013

giocca@lwd.org

Senior Programming

In March, the seniors will be celebrating St. Patrick's Day by going on a Passport Series - A Day in Ireland on March 7, where they will tour Old St. Pat's Church, have lunch at Butch Maguire's and tour the Irish American Heritage Museum in the afternoon. On March 15, a St. Patrick's Day Celebration featuring the Irish duo, Character Fleadh will be held at the Community Center, sponsored by Concentra Primary Care. On March 22, the seniors will head downtown to Manny's Deli for lunch. We will end the month with Bingo on March 28 sponsored by Concentra Primary Care.

Senior Expo

The timing was right to collaborate with area businesses that serve the senior population, so we are busy planning a senior Expo entitled: Thrive After 55: Resources for Living Well. This event will be held on August 24 from 10am - 1pm at Lincolnwood Town Center. It will feature more than 25 exhibit tables, free health and wellness screening, flu shots, healthy living demonstrations, raffle prizes and complimentary refreshments. The exhibit space will present a range of helpful products and services of interest to older adults, baby boomers and family caregivers seeking to maintain a healthy, vibrant and independent lifestyle.

We have been able to secure our first presenting sponsor of the event, Concentra Primary Care. This sponsorship allows us to secure the space at the Lincolnwood Town Center and have a banner printed that will hang in the mall for the entire month before the event. For the Parks and Recreation Department, this expo will help promote our department in a positive way, allowing the Social Club to be more visible. We hope to attract new members to the Social Club as well as develop new sponsorship opportunities with area businesses that can enhance the lives of our seniors.

Fridays for the Family

On March 15 our brand new themed Birthday Party Packages will be promoted at the Lincolnwood Town Center. By being present during the daytime hours, we will try to reach the parents and caregivers that are with younger children during the day. Staff is in the process of developing a trifold brochure to market the program.

Concerts in the Park

Hampton Inn and Suites has agreed to sponsor free bingo again this year at the Summer Concert Series. They will provide 30 VIP passes to be given as prizes. Bingo starts at 6pm before each concert. One children's activity will be provided during each of the concerts such as mini golf, laser tag, climbing wall, water slide, etc. The concession stand will be open for people to purchase food and refreshments during the concerts.

Family Fun Fest

This is a tentative schedule for the May 11 Family Fun Fest :

<u>Time</u>	<u>Activity</u>	<u>Location</u>
1 to 3pm	Food Trucks	Pathway
1 to 3pm	Music by Mark Dvorac	Stage
1 to 2:15pm	Stilt Walking by Jason Kollum	Roaming
1 to 3pm	Turtle or Smokey Mascot	Roaming
1 to 3pm	Disc Golf Demonstration and Play	First Tee
1 to 3pm	Kite Flying Demonstration Chicago Kites	North Field
1 to 3pm	Tree Climbing with Natural Path	Nearby Trees
1 to 3pm	Trikke Riding	Bike Path
1 to 3pm	Fishing with demonstration by Legendary Angler Don Dubin	Dock
1 to 3pm	British Soccer Demonstrations	Open lawn
1 to 3pm	Bike Safety Clinic and Bike Registration Lincolnwood Police Department	Small Tent
1 to 1:20pm	Yoga Class	Big Tent
1:20 to 1:40pm	Rock n Kids	Big Tent
1:40 to 2:10pm	Tai Chi Class	Big Tent
2:10 to 2:30pm	Tae Kwon Do Demonstration	Big Tent
2:30pm	Jason Kollum juggling act	Big Tent



Youth Program Coordinator Report

March 2013

Melanie Unterfranz

munterfranz@lwd.org

Afterschool Programming

Afterschool Athletics

After school athletic enrollment was full for the first session and has almost filled for the current session. Sportsmania on Tuesday is the only class that has one space available. The next session that begins the week of April 1st is also filling quickly.

Class	Enrollment First Session	Enrollment This Session	Enrollment Next Session
Soc-Key/Soccer	12	Same class	12
Sportsmania/T-ball	12	11	7
Basketball at Todd	12	12	12
Basketball at Rutledge	16	16	10

Contractual Classes

Our contractual classes continue to run smoothly this session. We will continue to offer Zumbatomic, Computer Explorers, Tae Kwon Do, and Amazing Art for the next session. The last session of classes will begin in April. I do not anticipate the Chess Wizards class running for the next session; the library holds a free class impacting our registration.

Class	Enrollment First Session	Enrollment This Session	Enrollment Next Session
Zumbatomic	9	8	4
Tae Kwon Do	9	Same class	0
Computer Explorers	5	Same class	1
Chess Wizards	0-Canceled	Same class	0
Amazing Art	7	Same class	3

New Spring Class

On April 4th we are starting a new Archery class. This class is an eight week class being held at the Proesel Park Shelter. The instructor, Mike Wickey, is a United States Veteran who has been a fire arms instructor for the United States Army and is currently working for the Department of Homeland Security. He loves to teach and has experience working with children in an afterschool program. We are excited for him to start in April.

Special Events

Family Fun Fest – May 11 from 1-3pm

I have been assisting the Community Outreach Coordinator with the preparation of the Family Fun Fest activities and entertainment. I have secured Trikkes® for the event (pictured to the left). Trikkes can be motored or body powered and are a great work out for all ages. “Steve’s Segway Tours” will provide the Trikkes and give a short safety lesson at the event for participants to try them out on the path at Lincolnwood Centennial Park.



There will also be short demonstrations from our current providers of Yoga, Tai Chi and Ultimate Martial Arts. Rock’n’ Kids will also provide a short class for the families in attendance.

Birthday Party Packages

There are four parties scheduled in the upcoming months. Their themes are Angry Birds (2), Indoor Playground (1) and Carnival Party (1). We are currently working on promotional materials to promote the birthday party package opportunities we offer.

Summer Camp

We began to interviewing candidates for the coordinator position. Our goal is to have the coordinator hired by mid-March. The coordinator will be included in the interview process for counselors and supervisors. There are currently 38 candidates scheduled for interviews; 27 of the candidates are returning staff members.

The process of booking field trips and entertainers for camp is ongoing. Our goal is to add new field trips and entertainers to the mix while repeating those enjoyed the most by campers in 2012.