

## FOREST PRESERVE DISTRICT FINANCE AGENDA

MAY 4, 2011

### DISBURSEMENTS

- 11FINA0022 **THE LOMBARD COMPANY**, Alsip, Illinois, submitting invoices totaling \$177,090.00, **FINAL PAYMENT** for Job No. 05-19.1.3B1, for construction of the New Camp Sagawau Learning Center as follows: \$176,590 from Capital Improvement Account No. 098011-670061 (Purchase Order 038401), approved at the April 7, 2011 Board Meeting; \$500 from Capital Improvement Account No. 098000-670062 (Purchase Order No. 035663), approved at the September 5, 2007 Board Meeting. District 17
- 11FINA0023 **ILLINOIS DEPARTMENT OF TRANSPORTATION**, submitting invoice totaling \$659,175.78, **FINAL PAYMENT** for Job No. 21-17.6 Paul Douglas/Crabtree Bicycle Trail Construction (Illinois First Account No. 108041-693002). Purchase Order No. 035169. Approved at the April 4, 2007 Board Meeting. District 14.
- 11FINA0024 **URS CORP.**, Dallas, Texas, submitting invoice totaling \$19,590.66, payment for Job No. 05-02, for Phase I Engineering, Services of the North Branch Bicycle Extension (Grant Account No. 108063-670058). Purchase Order No. 037535. Approved at the June 4, 2008 Board Meeting. Amended at the November 5, 2009 Board Meeting. Districts 9 & 12
- 11 FINA0025 **URS CORP.**, Dallas, Texas, submitting invoice totaling \$4,897.66, payment for Job No. 05-02, for Phase I Engineering, Services of the North Branch Bicycle Extension (Construction and Development Account No. 588000-620040). Purchase Order No. 037536. Approved at the June 4, 2008 Board Meeting. Amended at the November 5, 2009 Board Meeting. Districts 9 & 12
- 11FINA0026 **URS CORP.**, Dallas, Texas, submitting invoice totaling \$21,447.64, payment for Job No. 06-003, for Thorn Creek Bicycle Completion (CMAQ Grant Account No. 108098-670058). Purchase Order No. 036901. Approved at the June 6, 2007 Board Meeting. Districts 5 & 6
- 11FINA0027 **URS CORP.**, Dallas, Texas, submitting invoice totaling \$5,361.92, payment for Job No. 06-003, for Thorn Creek Bicycle Completion (Construction and Development Account No. 578000-670058). Purchase Order No. 037597. Approved at the June 6, 2007 Board Meeting. Districts 5 & 6
- 11FINA0028 **BAXTER AND WOODMAN**, Crystal Lake, Illinois, submitting invoice totaling \$18,123.58, payment for Professional Engineering Services for various trail projects (Capital Improvement Account No. 098010-670045). Purchase Order No. 037960. Approved at the February 10, 2010 Board Meeting. Districts 4, 5, 13, 16 & 17

- 11FINA0029 **ROBERT JURIS & ASSOCIATES**, Frankfort, Illinois, submitting invoice totaling \$6,681.25, payment for Job No. 10-61, for Architectural Services for the new Poplar Creek Wildlife Management Headquarters (Construction and Development Account No. 588000-620040). Purchase Order No. 038145 & 038380. Approved at the July 14, 2010 Board Meeting. District 15
- 11FINA0030 **AUTUMN TREE CARE**, Glenview, Illinois, submitting invoice totaling \$4,816.02, payment for Hazardous Tree Removal – North Region – Contract# 08-30-301 (Silvicultural Practice Account No. 618000-670059). Purchase Order No. 038355. Approved at the March 2, 2011 Board Meeting. District 13
- 11FINA0031 **USDA APHIS**, Springfield, Illinois, submitting invoice totaling \$96,250.00, payment for for Integrated Wildlife Services (Landscape Restoration Account No. 093110-670055). Purchase Order No. 038140. Approved at the September 2, 2010 Board Meeting. District-wide
- 11FINA0032 **HEARTLAND RECYCLING**, Forest View, Illinois, submitting invoice totaling \$3,900.96, payment for Refuse Disposal in Regions 1 & 2 (Corp. Fund Account No. 015100-620335). Purchase Order No. 038321. Approved at the June 3, 2009 Board Meeting.
- 11FINA0033 **HOMEWOOD DISPOSAL**, Homewood, Illinois, submitting invoice totaling \$375.87, payment for Refuse Disposal in Region 4 (Corp. Fund Account No. 015100-620335). Purchase Order No. 038324. Approved at the April 2, 2009 Board Meeting.
- 11FINA0034 **WASTE MANAGEMENT**, Downers Grove, Illinois, submitting invoice totaling \$5,758.50, payment for Portable Sanitation Service (Corp. Fund Account No. 015100-620090). Purchase Order No. 038322. Approved at the March 7, 2008 Board Meeting.
- 11FINA0035 **WORLD FUEL SERVICES, INC.**, Riverside, Illinois, submitting invoice totaling \$76,455.34, payment for Motor Fuel for District Vehicles under a joint purchase with Cook County (Corp. Fund Account No. 015100-640170). Purchase Order No. 038325. Approved at the July 1, 2009 Board Meeting.

**COMMITTEE REPORTS**

11FINA0036

Finance Subcommittee on Litigation of the  
 Forest Preserve District.....April 7, 2011

<b>Proposed Settlements Approved Fiscal Year 2011 To Present:</b>	<b>\$586,451.23</b>
<b>Proposed Settlements To Be Approved:</b>	<b>\$30,719.12</b>
<b>Legal Fees Approved Fiscal Year 2011 To Present:</b>	<b>\$608,738.79</b>
<b>Legal Fees for 4/7/11 To Be Approved:</b>	<b>\$122,511.09</b>

**BIDS RECOMMENDATIONS**

The District Purchasing Agent has submitted the following recommendations.

11FINA0037

Transmitting a Communication, dated May 4, 2011 from

ARNOLD L. RANDALL, General Superintendent

Sealed bids received, opened and publicly read at the Bid Opening on March 30, 2011 for the following Forest Preserve District of Cook County (the "District") project have been checked and analyzed and are listed herewith.

**JOB NO. 10-80-06  
 RESURFACING DEER GROVE BIKE TRAIL**

This contract consists of bituminous concrete surface overlay, culverts repairs, striping and other related incidental work necessary to complete this improvement according to plans, standard specifications and detail specifications. The contract completion date is July 15, 2011.

<u>Firms Submitting Proposal Forms</u>	<u>Total Amount of Bid Submitted</u>
<b>Forty 7 Construction</b>	<b>\$ 299,466.60</b>
Arrow Paving	\$ 308,495.00
Sessa Contracting	\$ 310,419.00
Matthew Paving	\$ 350,778.60
J & R 1 <sup>st</sup> in Paving	\$ 359,740.68
Century Contractors	\$ 484,734.00

It is an Administrative Goal of the District to achieve 25% MBE and 5% WBE participation in all contracts. The lowest Responsive and Responsible Bidder has indicated that they will not use MBE/WBE Firms in their Bid proposal.

On March 30, 2011, when the bids were read out loud, Forty 7 Construction had a bid of \$299,766.60. After further review by Forest Preserve staff it was determined that a mathematical error had occur and that Forty 7 Construction actual bid is \$299,466.60.

It is recommended that a contract be awarded to **Forty 7 Construction Co., 15774 S. LaGrange Road, #247, Orland Park, Illinois**, who submitted the lowest responsible bid of **\$299,466.60** which is in full conformance with the Specifications and Proposal Forms.

The Board granted permission to advertise this project for bids on January 13, 2010.

The District's Chief Financial Officer has reviewed the funding for Job Number 10-80-06 and acknowledges that **\$299,466.60** is available in the Construction and Development Account numbers: 588000-670058, 598000-670058, 608000-670058 and 618000-670058.

Approval is recommended.

11FINA0038

Transmitting a Communication, dated May 4, 2011 from

ARNOLD L. RANDALL, General Superintendent

Sealed Bids received, opened and publicly read at the Bid Opening on March 30, 2011 for the following Planning and Development Project have been checked and analyzed and are listed herewith.

**JOB NO. 10-80-104  
Furnish and Install Floor Tiles at  
General Headquarters**

This contract consists of furnishing and installing floor tiles at General Headquarters and all other related incidental work necessary to complete this improvement according to plans, Standard Specifications and Detail Specifications. The contract completion date is July 25, 2011.

<u>Firms Submitting Proposal Forms</u>	<u>Total Amount of Bid Submitted</u>
Anchor Mechanical, Inc.	\$ 17,988.00
<b>Pan-Oceanic Engineering Co., Inc.</b>	<b>\$ 26,950.00</b>
Robe Construction, Inc.	\$ 36,753.00

The low bidder, Anchor Mechanical Inc., has requested that their bid be withdrawn due to a clerical error in their bid calculations. It is therefore recommended that a contract be awarded to **Pan-Oceanic Engineering Co., Inc. 8501 W. Higgins Road, Suite 630, Chicago, Illinois**, who submitted the lowest responsible bid of **\$26,950.00** which is in full conformance with the Specifications and Proposal Forms.

It is an Administrative Goal of the District to achieve 25% MBE and 5% WBE participation in all contracts. The lowest responsible bidder has indicated that they are a MBE Firm in their Bid proposal.

The Board granted permission to advertise this project for bids on March 2, 2011.

The District's Chief Financial Officer has reviewed the funding for Job Number 10-80-104 and acknowledges that **\$26,950.00** is available in Construction and Development Account numbers 578000-670061, 588000-670061, 598000-670061, 608000-670061 & 618000-670061.

Approval is recommended.

11FINA0039

Transmitting a Communication, dated May 4, 2011 from

ARNOLD L. RANDALL, General Superintendent

The Department of Resource Management is submitting for approval, the following bid which was received, opened and publicly read at the Bid Opening on April 21, 2011 at 10:00 a.m., in the County Building, Chicago, Illinois, and has been analyzed and tabulated as follows:

**Nature's Tree Inc. DBA Autumn Tree Care Experts**, lowest responsible bidder for Job No. 11-31-100, removal of 502 trees requiring stumping, 90 trees not requiring stumping and 16 existing stumps in Region 9, Jurgensen Woods, Sweet Woods, North Creek Meadow and Lansing Woods Forest Preserves.

Contractor:	Bid:
<b>Nature's Tree Inc. DBA Autumn Tree Care Experts</b>	<b>\$65,467.00</b>
Clean Cut Tree	\$72,000.00
Nels J. Johnson Tree Experts	\$93,226.00
Grounds Keeper	\$112,500.00
Winkler Tree & Landscaping	\$160,967.00
Central Forestry	\$189,374.00
O'Wallace Landscaping	\$221,600.00
Homer Tree Care	\$273,632.00

Funding source: Account # 111000-650070      Board Approval: April 7, 2011

The contract will be completed within forty-five (45) days of the issuance of the Purchase Order.

11FINA0040

Transmitting a Communication, dated May 4, 2011 from

ARNOLD L. RANDALL, General Superintendent

Sealed bids received, opened and publicly read at the Bid Opening on March 30, 2011 for the following Forest Preserve District of Cook County (the "District") project have been checked and analyzed and are listed herewith. The contract completion date is July 15, 2011.

**JOB NO. 10-80-79C**

**NORTH BRANCH BICYCLE TRAIL RE-ROUTE**

This contract consists of realignment of approximately 470 feet of bicycle trail in the North Branch Trail System. Construction of the bicycle trail includes asphalt paving, grading, drainage, landscaping, and other related work necessary to complete this project according to plans, standard and detail specifications.

<u>Firms Submitting Proposal Forms</u>	<u>Total Amount of Bid Submitted</u>
<b>Chicagoland Paving Contractors</b>	<b>\$81,900.00</b>
J&R 1 <sup>st</sup> in Asphalt	\$96,562.91
Pan-Oceanic Engineering Co., Inc.	\$108,961.00
Century Contractors	\$125,519.00
Forty 7 Construction	\$136,287.00

It is an Administrative Goal of the District to achieve 25% MBE and 5% WBE participation in all contracts. The lowest Responsive and Responsible Bidder has indicated that they will not use MBE/WBE Firms in their Bid proposal.

It is recommended that a contract be awarded to **Chicagoland Paving Contractors, 225 Tesler Road, Lake Zurich, Illinois**, who submitted the lowest responsible bid of **\$81,900.00** which is in full conformance with the Specifications and Proposal Forms.

The Board granted permission to advertise this project for bids on January 13, 2010.

The District's Chief Financial Officer has reviewed the funding for Job Number 10-80-79C and acknowledges that **\$81,900.00** is available in the Construction and Development Account numbers: 588000-670058, 598000-670058, 608000-670058 and 618000-670058.

Approval is recommended.

11FINA0041

Transmitting a Communication, dated May 4, 2011 from

ARNOLD L. RANDALL, General Superintendent

Sealed Bids received, opened and publicly read at the Bid Opening on March 30, 2011 for the following Forest Preserve District of Cook County (the "District") Project have been checked and analyzed and are listed herewith.

**JOB NO. 10-80-70**

**NEW SEWER & WATER LINES TO COMFORT STATION  
AT GREEN LAKE POOL**

This contract consists of constructing of furnishing and installing new water & sewer lines to the existing comfort station, according to plan, standard specifications, detail specifications and other related work. The contract completion date is July 1, 2011.

<u>Firms Submitting Proposal Forms</u>	<u>Total Amount of Bid Submitted</u>
<b>Patnick Construction, Inc.</b>	<b>\$ 104,780.00</b>
Pan Oceanic Engineering Co., Inc.	\$ 121,100.00
Century Contractors, Inc.	\$ 130,350.00
Robe, Inc.	\$ 152,840.00
Calumet City Plumbing & Heating Co., Inc.	\$ 157,990.00

It is an Administrative Goal of the District to achieve 25% MBE and 5% WBE participation in all contracts. The lowest Responsive and Responsible Bidder has indicated that they will not use MBE/WBE Firms in their Bid proposal.

It is recommended that a contract be awarded to **Patnick Construction, Inc. 205 W. Grand Avenue, Suite #102, Bensenville, Illinois**, who submitted the lowest responsible bid of **\$104,780.00** which is in full conformance with the Specifications and Proposal Forms.

The Board granted permission to advertise this project for bids on January 13, 2010.

The District's Chief Financial Officer has reviewed the funding for Job Number 10-80-70 and acknowledges that **\$104,780.00** is available in Construction and Development Account numbers 578000-670255, 588000-670255, 598000-670255, 608000-670255 & 618000-670255.

Approval is recommended.

**REVENUE REPORTS**

11FINA0042

Submitting for your information, the Forest Preserve District of Cook County Revenue Report for the period ended March 31, 2011 for the Corporate Fund Analysis of Revenue Expense.

<b>REVENUES</b>	<b>FY</b>	<b>Budget</b>	<b>March 3/12 Months Budget</b>	<b>March Actual YTD</b>	<b>March Over/(Under)</b>	<b>% 3/12 Months Act / Bud</b>
<i>Property Taxes *</i>	<b>2011</b>	<b>\$39,324,969</b>	<b>\$19,662,485</b>	<b>\$11,619,002</b>	<b>(\$8,043,482)</b>	<b>59.09%</b>
	2010	\$39,659,279	\$19,829,640	\$19,814,071	(\$15,569)	99.92%
<i>Personal Property Taxes**</i>	<b>2011</b>	<b>\$4,807,742</b>	<b>\$1,802,903</b>	<b>\$955,586</b>	<b>(\$847,318)</b>	<b>53.00%</b>
	2010	\$4,846,728	\$1,817,523	\$1,047,963	(\$769,560)	57.66%
Golf	<b>2011</b>	<b>\$950,000</b>	<b>\$237,500</b>	<b>\$537,117</b>	<b>\$299,617</b>	<b>226.15%</b>
	<b>2010</b>	<b>\$1,016,172</b>	<b>\$254,043</b>	<b>\$579,577</b>	<b>\$325,534</b>	<b>228.14%</b>
Concessions	<b>2011</b>	<b>\$145,500</b>	<b>\$36,375</b>	<b>\$44,241</b>	<b>\$7,866</b>	<b>121.63%</b>
	2010	\$150,000	\$37,500	\$35,681	(\$1,819)	95.15%
License Agreements	<b>2011</b>	<b>\$1,100,000</b>	<b>\$275,000</b>	<b>\$544,732</b>	<b>\$269,732</b>	<b>198.08%</b>
	2010	\$1,500,000	\$375,000	\$37,978	(\$337,022)	10.13%
Land Use Fees	<b>2011</b>	<b>\$275,000</b>	<b>\$68,750</b>	<b>\$54,101</b>	<b>(\$14,650)</b>	<b>78.69%</b>
	2010	\$300,000	\$75,000	\$56,333	(\$18,667)	75.11%
Winter Sports	<b>2011</b>	<b>\$30,000</b>	<b>\$7,500</b>	<b>\$21,403</b>	<b>\$13,903</b>	<b>285.37%</b>
	2010	\$20,000	\$5,000	\$22,521	\$17,521	450.42%
Equestrian Licenses	<b>2011</b>	<b>\$35,000</b>	<b>\$8,750</b>	<b>\$584</b>	<b>(\$8,166)</b>	<b>6.67%</b>
	2010	\$30,000	\$7,500	\$1,501	(\$5,999)	20.01%
Miscellaneous Income	<b>2011</b>	<b>\$25,000</b>	<b>\$6,250</b>	<b>\$17,664</b>	<b>\$11,414</b>	<b>282.62%</b>
	2010	\$100,000	\$25,000	\$14,196	(\$10,804)	56.78%
Picnic Permit Fees	<b>2011</b>	<b>\$850,000</b>	<b>\$212,500</b>	<b>\$352,078</b>	<b>\$139,578</b>	<b>165.68%</b>
	2010	\$806,188	\$201,547	\$369,997	\$168,450	183.58%
Pool Fees	<b>2011</b>	<b>\$200,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>(\$50,000)</b>	<b>0.00%</b>
	2010	\$200,000	\$50,000	\$0	(\$50,000)	0.00%
Fines	<b>2011</b>	<b>\$150,000</b>	<b>\$37,500</b>	<b>\$83,618</b>	<b>\$46,118</b>	<b>222.98%</b>
	2010	\$200,000	\$50,000	\$29,007	(\$20,993)	58.01%
Interest	<b>2011</b>	<b>\$70,000</b>	<b>\$17,500</b>	<b>\$21,160</b>	<b>\$3,660</b>	<b>120.92%</b>
	2010	\$70,000	\$17,500	\$29,621	\$12,121	169.26%
Fund Balance Contribution	<b>2011</b>	<b>\$9,175,342</b>	<b>\$2,293,836</b>	<b>\$0</b>	<b>(\$2,293,836)</b>	<b>0.00%</b>
	2010	\$9,354,520	\$2,338,630	\$0	(\$2,338,630)	0.00%

<b>TOTAL 2011</b>	<b>\$57,138,553</b>	<b>\$24,716,848</b>	<b>\$14,251,286</b>	<b>(\$10,465,563)</b>	<b>57.66%</b>
TOTAL 2010	\$58,252,887	\$25,083,883	\$22,038,446	(\$3,045,437)	87.86%

*\*Property Taxes Revenues are Budgeted 6/12 (2 Installments)*

*\*\*Personal Property Taxes are Budgeted 1/8 (8 Installments)*

<b>EXPENDITURES</b>	<b>FY</b>	<b>Budget</b>	<b>March 3/12 Months Budget</b>	<b>March Actual YTD</b>	<b>March Over / (Under)</b>	<b>% 3/12 Months Act / Bud</b>
General Office	<b>2011</b>	<b>\$1,699,292</b>	<b>\$424,823</b>	<b>\$219,222</b>	<b>(\$205,601)</b>	<b>51.60%</b>
	2010	\$1,582,307	\$395,577	\$251,709	(\$143,868)	63.63%
Finance & Administration	<b>2011</b>	<b>\$2,321,168</b>	<b>\$580,292</b>	<b>\$343,427</b>	<b>(\$236,865)</b>	<b>59.18%</b>
	2010	\$2,296,794	\$574,199	\$333,174	(\$241,025)	58.02%
Resource Management	<b>2011</b>	<b>\$8,376,706</b>	<b>\$2,094,177</b>	<b>\$1,312,720</b>	<b>(\$781,457)</b>	<b>62.68%</b>
	2010	\$7,591,539	\$1,897,885	\$1,164,845	(\$733,040)	61.38%
General Maintenance	<b>2011</b>	<b>\$18,155,884</b>	<b>\$4,538,971</b>	<b>\$2,597,833</b>	<b>(\$1,941,138)</b>	<b>57.23%</b>
	2010	\$17,849,646	\$4,462,412	\$2,574,969	(\$1,887,443)	57.70%
Resident Watchmen Facilities	<b>2011</b>	<b>\$500,000</b>	<b>\$125,000</b>	<b>\$5,008</b>	<b>(\$119,992)</b>	<b>4.01%</b>
	2010	\$500,000	\$125,000	\$39,348	(\$85,652)	31.48%
Recreation	<b>2011</b>	<b>\$1,678,212</b>	<b>\$419,553</b>	<b>\$133,206</b>	<b>(\$286,347)</b>	<b>31.75%</b>
	2010	\$1,659,317	\$414,829	\$126,888	(\$287,941)	30.59%
Law Enforcement	<b>2011</b>	<b>\$9,579,300</b>	<b>\$2,394,825</b>	<b>\$1,553,251</b>	<b>(\$841,574)</b>	<b>64.86%</b>
	2010	\$9,477,830	\$2,369,458	\$1,424,486	(\$944,972)	60.12%
Legal Department	<b>2011</b>	<b>\$1,459,162</b>	<b>\$364,791</b>	<b>\$213,152</b>	<b>(\$151,639)</b>	<b>58.43%</b>
	2010	\$1,472,084	\$368,021	\$210,419	(\$157,602)	57.18%
Planning & Development	<b>2011</b>	<b>\$1,909,172</b>	<b>\$477,293</b>	<b>\$259,257</b>	<b>(\$218,036)</b>	<b>54.32%</b>
	2010	\$1,999,422	\$499,856	\$255,545	(\$244,311)	51.12%
District-Wide Services	<b>2011</b>	<b>\$1,959,655</b>	<b>\$489,914</b>	<b>\$181,655</b>	<b>(\$308,259)</b>	<b>37.08%</b>
	2010	\$5,073,948	\$1,268,487	\$109,168	(\$1,159,319)	8.61%
Transfer Out of Corporate Fund	<b>2011</b>	<b>\$9,500,000</b>	<b>\$2,375,000</b>	<b>\$0</b>	<b>(\$2,375,000)</b>	<b>0.00%</b>
	2010	\$8,750,000	\$2,187,500	\$0	(\$2,187,500)	0.00%

<b>TOTAL 2011</b>	<b>\$57,138,553</b>	<b>\$14,284,638</b>	<b>\$6,818,730</b>	<b>(\$7,465,908)</b>	<b>47.73%</b>
TOTAL 2010	\$58,252,887	\$14,563,222	\$6,490,550	(\$8,072,672)	44.57%

**-33.37%**

**Percentage Increase / (Decrease) in Revenue & Expense**

11FINA0043

**POLLED ITEM**

**\*This item was previously Approved by Poll on April 14, 2011**

In accordance with Rule 4-2(c), the vote on the poll taken 4/14/11 is as follows: 17 Yeas; 0 Nays, 0 Absent.

**COMMUNICATION NO. 11FINA0021 AS AMENDED**

Transmitting a Communication, dated April 7, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the Forest Preserve District to renew Contract No. 09-51-105 with Heartland Recycling (Region I & II), ARC Disposal (Region III), and Homewood Disposal (Region IV) for refuse disposal sites in Regions I, II, III, and IV.

Region I

Heartland Recycling \$40.00 ton compacted

Region II

Heartland Recycling \$40.00 ton compacted

Region III

ARC Disposal \$49.00 ton compacted

Region IV

Homewood Disposal \$39.90 ton compacted

Reason: At the April 2, 2009 Meeting of the Forest Preserve District the Cook County Board of Commissioners granted permission to enter into a two (2) year agreement with an additional one (1) year contract extension for refuse disposal sites in Regions I, II, III, and IV.

The District's Chief Financial Officer has reviewed this request and acknowledges that funds are available in Account 015100-620335 for a one year option to dispose of refuse.

Estimated Fiscal Impact: ~~None~~ \$150,000.00 Contract Period: May 1, 2011 through April 30, 2012  
(~~05100-620335~~ 015100-620335 Account).

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\* The next regularly scheduled meeting is presently set for Thursday, June 2, 2011.