

**DuPAGE AIRPORT AUTHORITY
GOLF COMMITTEE
Wednesday, March 20, 2019**

The Golf Committee Meeting was convened at the Daniel L. Goodwin Flight Center Building, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, March 20, 2019. Committee Chairman Donnelly called the meeting to order at 1:30 p.m. and a quorum was present for the meeting.

Commissioners Present: Donnelly, Getz, Ledonne

Commissioners Absent: None

DuPage Airport Authority Staff Present: Executive Director David Bird; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Dan Barna, Operations and Capital Programs Manager; Nicole Forbear, Procurement Specialist; Pamela Miller, Executive Assistant and Board Liaison.

Others in Attendance:

None

NEW BUSINESS

Director's Report.

Patrick Hoard discussed the February financials for Prairie Landing Golf Club. He advised that opening day for the golf course is planned for Thursday, March 21. He continued there will be staff changes coming. J.R. Starnes, Golf Operations Manager will be leaving Prairie Landing at the end of April; Bryant Gaynes, currently working in the Pro Shop, will be assuming this position. He advised with the seasonal staff in place, current full-time staff will be adequate for staffing golf operations.

Mr. Hoard advised the project to repair the sink hole at Hole#4 began approximately 2 weeks ago and completion is anticipated by early April.

Mr. Hoard discussed an issue that Staff is evaluating individuals who would do social media and marketing for Prairie Landing. A Request for Proposal was released to determine one person working 8 hours per week to assist with website hosting and to establish connections with businesses in the area. Three quotes were received and all were under \$15,000; one company responded however their costs were excessive. Staff is interviewing one individual for a month to month contract. Discussion occurred, and Mr. Hoard advised no agreement has been reached and this contract has not yet been finalized.

Mr. Hoard reviewed a new (POS) Point of Sale System for food and beverage operations at the golf club. Discussion occurred regarding how this system will work for the beverage cart, on the patio and in the grill room area to expedite and improve service.

Proposed Resolution 2019-2237; Award of Contract to Pandecon, Inc. for the Prairie Landing Golf Club Bar Addition.

Approves the construction of a bar addition of the Prairie Landing Golf Course Clubhouse. Total authorized construction not-to-exceed \$439,850.70, which includes a 5% owner's contingency.

A **MOTION TO TABLE** Proposed Resolution 2019-2237; Award of Contract to Pandecon, Inc. for the Prairie Landing Golf Club Bar Addition for additional review was made by Commissioner Ledonne and was **seconded** by Commissioner Donnelly. Committee Chairman Donnelly stated that further discussion is needed to be sure the right decision is being made regarding the bar addition project. Commissioner Ledonne stated he felt a vote to suspend the vote on this resolution until the committee can reconvene to determine which bid to move forward with. He added that he does not feel comfortable with the Resolution's language nor does he understand all the Alternative Bids. A Special meeting may be needed for discussion to determine what is best for the golf course moving forward and the best recommendation for Board approval. Commissioner Getz stated that he would like to see staff's report at this committee meeting to determine if these questions and concerns can be answered today rather than to delay the construction of the bar addition.

Dan Barna reviewed the Base Bid, Alternate 1 Bid, Alternate 2 Bid and Alternate 3 Bid:

Base Bid is for construction of the bar addition and elevated exterior deck

Alternate 1 Bid will increase the cost to build the addition 3 feet larger; 14 feet X 30 feet instead of 11 feet X 30 feet.

Alternate 2 Bid would increase or decrease the cost to remove the center window at the upper level of the building above the center window at the upper level of the building.

Alternate 3 Bid will decrease the cost to eliminate the "False Mansard" standing seam metal roof, carpentry framing and its associated tie-in to adjacent metal roof and flashing into brick.

Mr. Barna advised five bids were received and Pandecon, Inc. was the low, responsive, responsible bidder. Committee discussion followed regarding the need for the additional space in the bar area and the cost of adding this additional space. Staff recommended approval of the Base Bid and Alternative #3. Commissioner Getz asked about the schedule for completion and Mr. Hoard advised there would be a 90-day schedule for completion with anticipated completion by the end of June. He continued that the golf course is most busy during the months July, August, September and if this project is delayed, the window to increase revenue with this bar addition will be passed for 2019. Commissioner Ledonne expressed his concerns regarding the remaining areas in the Grill Room and asked if the furniture, carpeting and finishes will be consistent with the new construction. Executive Director Bird advised all finishes were selected to compliment and make the existing areas blended and integrated. Commissioner Getz expressed his concern for delaying this project and not being able to take advantage for a return on 2019 revenues. He stated that he agreed with staff's recommendation not to make the grill room three feet larger due to the additional costs and given the budget is already being exceeded and feels this project should not be delayed. He continued that if the Board does not mind going over the budget for this project then he will agree with including Alternate #1. Discussion continued and Commissioners Ledonne and Donnelly both stated they would like to see the room size increased. All Commissioners then agreed that the Resolution would be modified to accept the Base Bid, Alternative 1 Bid and Alternate 3 Bid; total cost at \$495,314; cost not to exceed \$520,079.00 including a 5% contingency.

The **motion to table** Proposed Resolution 2019-2237; Award of Contract to Pandecon, Inc. for the Prairie Landing Golf Club Bar Addition **was defeated** by roll call vote (1 yes - 2 no).

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2019-2237; Award of Contract to Pandecon, Inc. for the Prairie Landing Golf Club Bar Addition with the following modifications:

"Whereas, it is apparent that Pandecon, Inc. is the low, responsive and responsible bidder at a total cost of \$495,314 for the Base Bid, Alternate 1 and Alternate 3 Bid; and"

"Now therefore, be it resolved that the Airport Authority is authorized to enter into a written Contract with Pandecon, Inc. for a total cost not-to-exceed \$520,079.70 for the Base Bid, Alternate 21 and Alternate 3 Bid, which includes a 5% owner's contingency; and "

The **motion was seconded** by Commissioner Getz and was **passed** by roll call vote (3-0).

Proposed Resolution 2019-2238; Award of Contract to J.W. Turf, Inc. for the Procurement of Two (2) 4 WD Diesel Rough Mowers.

Approves the purchase of two (2) John Deere 9009A Terrain Cut Rough Mowers for a total cost of \$107,790.20.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2019-2238; Award of contract to J.W. Turf, Inc. for the Procurement of Two (2) 4 WD Diesel Rough Mowers. The **motion was seconded** by Commissioner Getz. Mr. Barna advised these new units will replace older and less efficient mowers and advised five bids were received. The lowest bidder did not meet specifications and J.W. Turf, Inc. was the apparent next low bidder. Discussion followed, and the **motion was passed** by roll call vote (3-0).

A **MOTION** was made by Commissioner Ledonne to adjourn the Golf Committee Meeting and Commissioner Getz **seconded the motion**. The motion was unanimously passed by roll call vote (3-0) and was adjourned at 2:10 p.m.

Approved at the June 13, 2019 Regular Board Meeting

**Charles E. Donnelly
Committee Chairman**