

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Northside Park Girl Scout Cabin- AltusWorks Proposal

DATE: June 6, 2024



SUMMARY:

AltusWorks was contracted to assess the condition of the log cabin structures at Northside Park that were built in the 1930's. A report was previously provided to the Board in September of 2022.

The Girl Scout Cabin is a vital part of the programs we run at Northside Park throughout the year. Staff requested a proposal from AltusWorks for architectural services related to stabilization of the structure so we can continue using the structure. Staff also asked for a high-level analysis of how further repair costs would compare to the cost of a replacement structure. A proposal in the amount of \$28,250 was provided in response to this request.

PREVIOUS COMMITTEE/BOARD ACTION:

A contract with AltusWorks in the amount of \$20,934 was approved at the April 2022 Board meeting.

REVENUE OR FUNDING IMPLICATIONS:

The FY 2024 budget includes \$1.2 million for Cabin Restoration (40-800-826-57-5701-0000). These funds were budgeted with the expectation of receiving grant funding from IDNR. The grant was unsuccessful, but staff would like to reapply.

STAKEHOLDER PROCESS:

Planning staff will continue working with staff at affected facilities as needed.

LEGAL REVIEW:

N/A.

ATTACHMENTS:

AltusWorks Inc. Proposal

ALTERNATES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioners accept the proposal from AltusWorks for \$28,250



May 30, 2024

Mr. Steve Hincee
Superintendent of Planning
Wheaton Park District
102 E. Wesley St
Wheaton, IL 60187

Via email: shincee@wheatonparks.org

Re: Stabilization and Utilization Improvements
Northside Park Girl Scout Cabin, 1300 N. West St, Wheaton IL

Dear Mr. Hincee,

We are pleased to submit our proposal for professional services related to stabilization, utilization improvements and cost life cycle analysis for Wheaton Park District's Northside Park, Girl Scout Cabin.

At the Girl Scout Cabin, we understand that you wish to explore:

1. Stabilization options to prolong usability.
2. Roof replacement.
3. Replacement cost compared to restoration.

Scope of Services

Assessment/Concept Documents

1. Visit the site to confirm conditions of the cabin, record advanced deterioration and/or new conditions.
2. Develop reroofing options by way of a written scope matrix.
3. Develop stabilization options by way of a written scope matrix.
4. Develop concept design documents for full replacement of the log cabin with a new log cabin structure of similar size and programs in compliance with 2022 ICC 400 Standard on the Design of Log Structures. Documents will include:
 - a. Site plan
 - b. Annotated concept plan
 - c. Narrative outlining mechanical, electrical, plumbing, and life safety building systems.
5. Prepare an order of magnitude cost estimate for:
 - a. Stabilization.
 - b. Reroofing.
 - c. Replacement with similar structure compared to restoration estimate prepared under earlier contract.
6. Present findings of our site condition confirmation and recommendations through a virtual meeting.



7. Update and finalize documents based meeting discussion.

Design Documents

Not included

Construction Documents

Not included

Bidding and Permit

Not included

Construction Phase Services

Not included

Once a direction is selected, we can prepare a modification to our contract to complete the design services to implement the selected scope of work.

Schedule

We anticipate the project duration to be 6-8 weeks. We will commence services within 2 weeks from receipt of an executed contract.

Exclusions

- Any design services related to scope items not specifically identified above.
- Federal Historic Tax Credit or National Register Nomination consulting services.
- Environmental testing, design, or remediation.
- Material or water testing or inspection openings.
- Development of scope for interior programming.
- Public or coordination meetings apart from the planned site assessments and meeting to review recommendations and options with Wheaton Park District staff.
- Attendance by project consultants besides AltusWorks at any coordination meetings or public hearings.
- Plat of survey, geotechnical reports, civil engineering, or landscape architecture.
- No hard copies of reports will be submitted.

Fee Summary

Fees are based on full scope of services, if services are reduced, we reserve the right to renegotiate our fees for the remaining services.

Service	Fee
Assessment/Stabilization	\$10,750
Concept Design	\$14,000
SUBTOTAL	\$24,750

Expenses and Consultants

Cost estimator	\$3,500
E&C SUBTOTAL	\$3,500
TOTAL	\$28,250