



AGENDA

PROPERTIES AND RECREATION COMMITTEE

Properties and Recreation Committee: March 4, 2026 at 5:15 PM
Village Hall 740 Hillgrove Avenue, Western Springs, IL 60558

- A. Call to Order**
- B. Approval of Minutes**
 - 1. February 4th, 2026 Meeting Minutes
- C. Public Comment**
- D. New Business**
 - 1. Strategic Plan Updates - Recreation
 - 2. Recreation Center and Grand Avenue Community Center Office Furniture - Omnia Partners Purchasing Cooperative and Bid Waiver
 - 3. Strategic Plan Updates - Municipal Services
- E. Other Business**
- F. Schedule Next Committee Meeting**
- G. Adjournment**

Individuals with disabilities who plan to attend / participate in this meeting and who require accommodations to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, please email accomodations@wsprings.com or contact Jill Izzo at 708-246-1800, extension 127.

Properties and Recreation Committee Meeting Minutes

Wednesday, February 4, 5:30 PM

Village Board Room

740 Hillgrove Western Springs, IL 60558

Call to Order: 5:30 PM

Chair-Trustee Phil Nawrocki Presiding

Committee Members Present: Trustee Nicole Chen

Staff Present

Casey Biernacki, Deputy Village Manager

Ellen Baer, Village Manager

Matthew Supert, Director of Municipal Services

Diana Puga, Municipal Services Coordinator

Jenny Pesek, Administrative Assistant

Roll Call

As noted above.

Approval of Minutes:

Chair Phil Nawrocki motioned to approve the 1/7/2026 Properties and Recreation meeting minutes, second by Trustee Chen. Motion passed unanimously on a voice vote.

Public Comment: None

New Business:

2026 Contract Renewals

Municipal Services Coordinator Puga reported on the following contract renewals:

Hydrant Painting-Go Painters, Inc. not to exceed \$25,000 and this is the first renewal of the contract.

Street Light Painting Go Painters, Inc not to exceed \$15,000 and this is the first renewal for the contract.

Street Sweeping Lakeshore Recycling Systems not to exceed \$55,500. This is the first renewal for the contract.

Tree Removal -Desiderio Landscaping and Tree Removal LLC not to exceed \$75,000 and this will be the third contract renewal for the contract.

The Committee approved the proposal and recommended it be advanced to the Village Board for consideration.

Voting aye: Chair Nawrocki and Member Chen

Other Business: Deputy Manager Biernacki reported the Sweetheart Dance at the Recreation Center was a success with approximately 155 in attendance.

Schedule for the Next Committee Meeting

The next Properties & Recreation Committee meeting will be held on 3/4/2026 5:30PM.

Adjourn

Chair Phil Nawrocki motioned to adjourn the meeting, seconded by Trustee Nicole Chen. Motion passed unanimously on a voice vote.

Meeting adjourned at 5:38 PM

Respectfully Submitted: Jenny Pesek

DRAFT



AGENDA ITEM SUMMARY

PROPERTIES AND RECREATION COMMITTEE

Properties and Recreation Committee: March 4, 2026

AGENDA ITEM D.1.

To: Properties and Recreation Committee

From: Casey Biernacki, Deputy Village Manager, Nancy Flores, Interim Director of Recreation

CC: Ellen Baer, Village Manager

RE: Strategic Plan Updates - Recreation

Recommendation

None.

Summary

In March, all Departments will bring strategic plan updates to their appropriate Committees for review. Updates will include initiatives and projects from the last 6 months that have been completed, in-progress, or planned. Items that are underlined below indicate a change in status since the strategic plan was finalized.

Evaluate and Implement Opportunities for Shared Services and Equipment

In-Progress

- Promotion of Willowbrook Senior Travel program partnership

Completed

- WSBA event support (Gathering on the Green, Fall Fest, Jammin' in July, Winter Wonderland, etc.)
- Partnership with outside organizations (Countryside) for Recreation Programs
- Senior Book Club between the Senior Center and Thomas Ford Memorial Library

Identify and Reduce Village Risk and Liability

In-Progress

- Applied for grant funding for ADA accessibility in Recreation
- IRMA Recreation Policy Review
- CPR/First Aid training and certification for all staff

- Mandated incident reporting training for all staff

Completed

- Building Supervisor coverage at Recreation Center and Grand Avenue
- Wall padding and basketball hoop improvements at Grand Avenue and Recreation Center
- Volunteer waiver form for after-hour facility use

Develop Long-Term Financial Opportunities and Strategies

In-Progress

- Improve Recreation facility rental process and fee structure
- Evaluate independent contractor agreements in Recreation
- Recreation programming fee analysis

Completed

- Consolidation of front desk operations

Evaluate Improvements at the Historic Tower and the Downtown Area and Support Community Events

In-Progress

- Develop Community Events Guide
- Explore low impact improvement(s) that expand the use of the Tower Green area
- Fun at the Tower summer event

Completed

- Increase staff involvement and interdepartmental coordination for Village events
- French Market paired events (“compatible community events”)

Foster Effective Communications to Further Understanding of Village Services and Projects

In-Progress

- Recreation Department increased marketing efforts

Next Steps

- Update Village Pay Plan annually
- Improved transparency with document management/legislative tracking system

Completed

- Increased presence at Village and Community Events

Financial Impact

None.

Recommended Motion

None.

Strategic Plan Alignment

Staff will provide regular updates to projects and initiatives that align with the current Strategic Plan, while continuing to relate them back to specific goals as they are presented for consideration. The final version of the entire Strategic Plan can be found at www.wsprings.com/transparency.

File Attachments

1. Strategic Plan - Recreation Updates

Village of Western Springs - 2025/2026 Strategic Plan

Financial Sustainability

Evaluate and Implement Opportunities for Shared Services and Equipment

Identify and Reduce Village Risk and Liability

Develop Long-Term Financial Opportunities and Strategies

Organizational Development

Advance Staff Training and Development to Support Succession Planning Strategies

Align Technologies with Future Service Demand

Public Safety and Community Engagement

Foster Effective Communication to Further Understanding of Village Services and Projects

Implement Training and Exercise Programs to Prepare for Critical Incidents Using Established Emergency Response Plans

Expand Public Safety Initiatives to Engage and Inform the Public

Community Planning and Economic Development

Update Comprehensive Plan and Economic Development Policy

Identify and Implement Green Initiatives for Village Operations

Evaluate Improvements at the Historic Tower and Downtown Area and Support Expanded Community Events

Actively Foster Redevelopment in the TIF Districts and Attract New Businesses in the Downtown

Infrastructure Improvements

Undertake a Flooding and Stormwater Impact and Mitigation Analysis

Maintain the Long-Term Plan for Addressing Infrastructure Improvements

Legend

Short-Term (1-3 Years)

Long-Term (3-5 Years)



AGENDA ITEM SUMMARY

PROPERTIES AND RECREATION COMMITTEE

Properties and Recreation Committee: March 4, 2026

AGENDA ITEM D.2.

To: Properties and Recreation Committee

From: Casey Biernacki, Deputy Village Manager

CC: Ellen Baer, Village Manager, Nancy Flores, Interim Director of Recreation

RE: Recreation Center and Grand Avenue Community Center Office Furniture - Omnia Partners Purchasing Cooperative and Bid Waiver

Recommendation

Consider a recommendation to waive the competitive bid process in lieu of the purchase of office furniture for the Recreation Center and Grand Avenue Community Center Senior Center from Henricksen of Itasca, IL through Omnia Partners purchasing cooperative in the amount of \$38,255.50.

Summary

The Recreation Department budgeted for the replacement of office furniture in the main offices of the Recreation Center and the Grand Avenue Community Center Senior Center. The furniture replacement allows for the reorganization of the space to better suit the needs of the Department while supporting the new technology and ergonomic needs.

Staff recommends proceeding with the purchase from Henricksen through Omnia Partners. The Village is a member of Omnia Partners, a cooperative purchasing organization that aids public sector entities. Omnia conducts a competitive bidding process for various goods and services, resulting in pre-negotiated contracts that eliminate the necessity for separate bids on specific projects.

Attached for consideration are two (2) quotes, for the Recreation Center and Grand Avenue Community Center, and an conceptual rendering of the improvement. Staff is working with Henricksen to establish the standard Village Vendor Contract, which will be available for review prior to Board consideration of this item.

Financial Impact

Account 6605210/6603210 60015 (BLDG & BLDG IMPROVEMENTS)

Fund Building Services/Grand Avenue Community Center

2026 Budget \$40,000

Project Cost \$38,255.50

Recommended Motion

I move to recommend to the Village Board a waiver of the competitive bid process in lieu of the purchase of office furniture for the Recreation Center and Grand Avenue Community Center Senior Center from Henricksen of Itasca, IL through Omnia Partners purchasing cooperative in the amount of \$38,255.50.

Strategic Plan Alignment

Organizational Development

File Attachments

- 1. Henricksen Omnia Concept Proposal
- 2. WESTERN SPRINGS REC CENTER - OMNIA QUOTE
- 3. WESTERN SPRINGS SENIOR CTR - OMNIA QUOTE

Village of Western Springs

Contact

Mike Bachenberg

Henricksen

312.259.7999

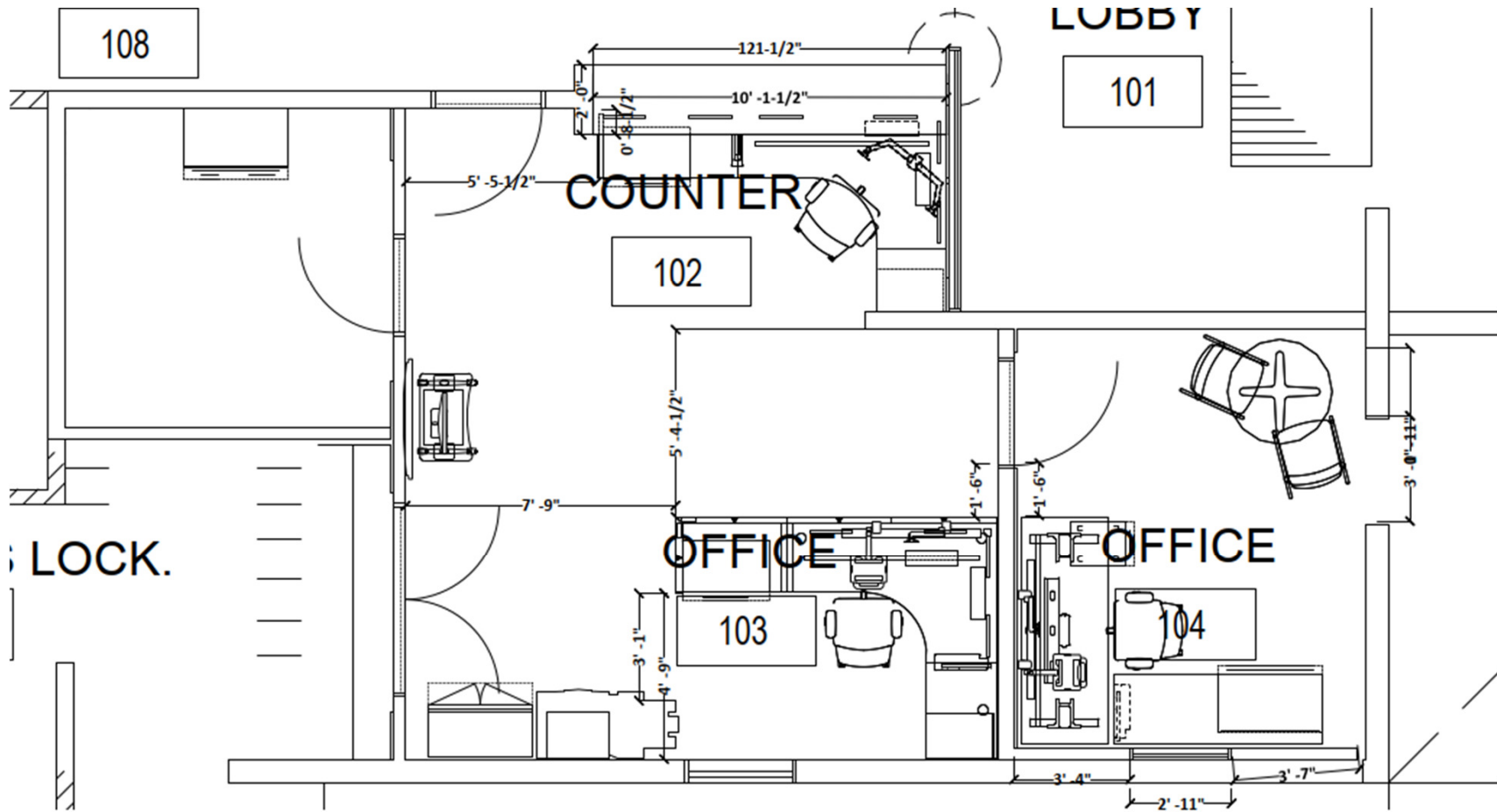
m.bachenberg@henricksen.com



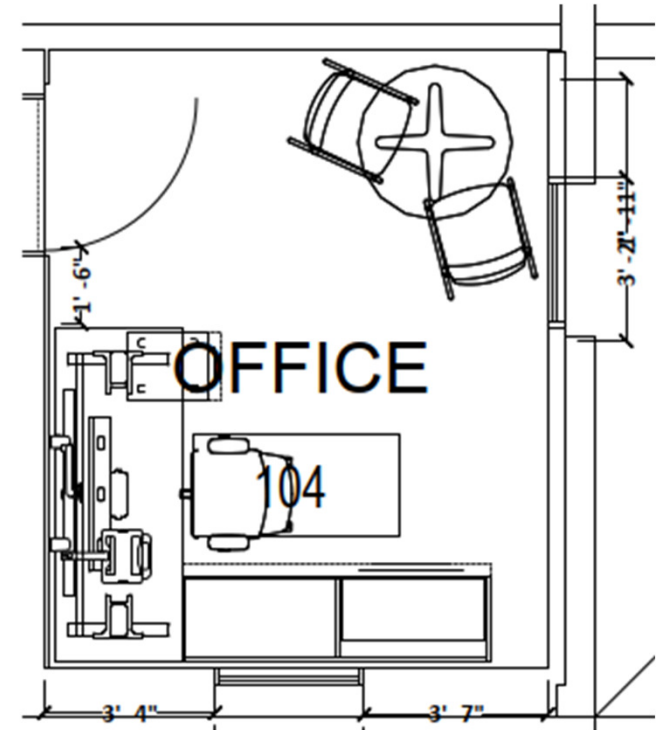
 Henricksen

Recreation Center Office

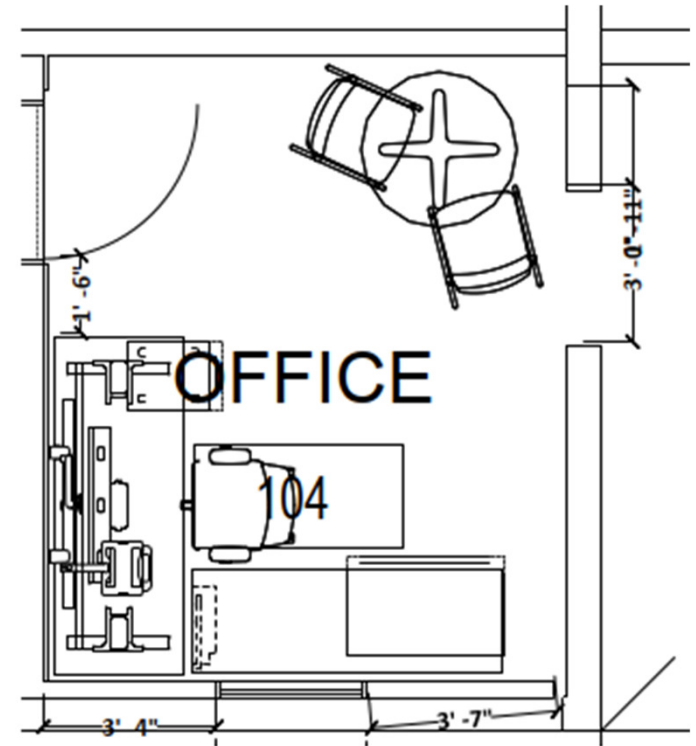





Private Office Opt. 1

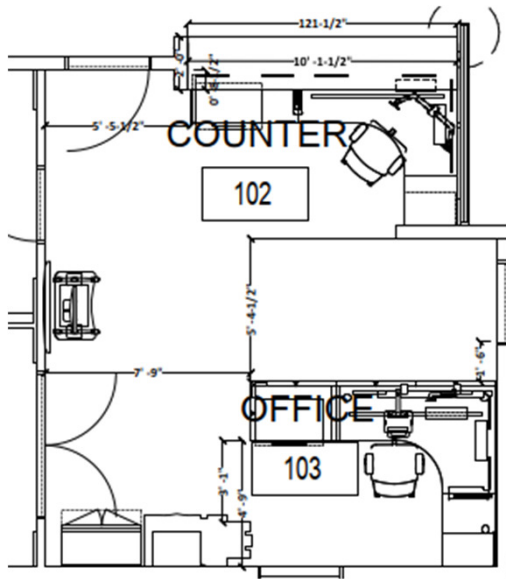


Private Office Opt. 2

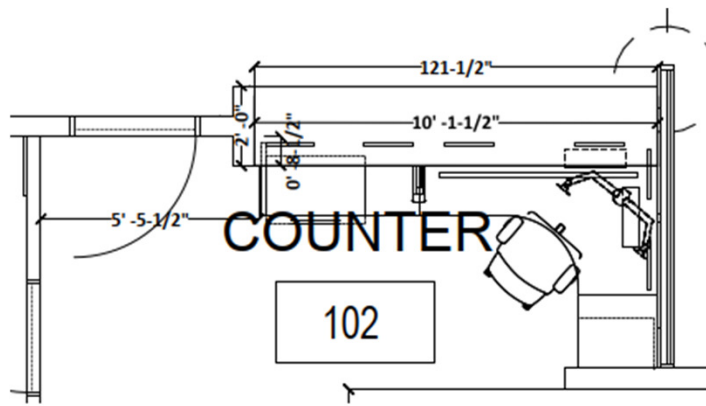


 Henricksen

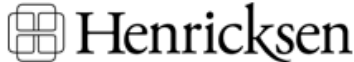
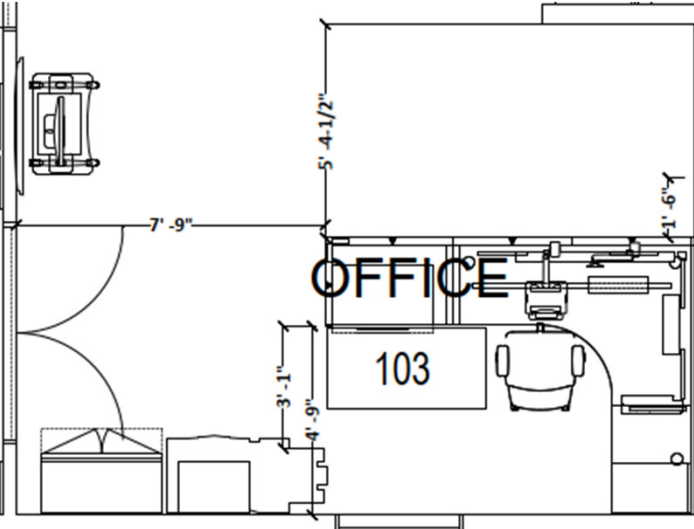
Back Desk



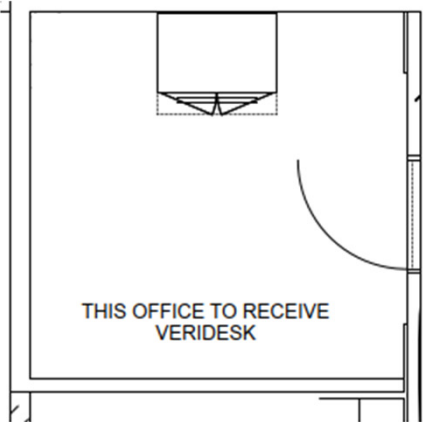
Reception Desk



Main Office



Small Office Adds
Storage Options



Opt. 1, Tower storage with lateral file



Opt. 2, Multifile



Small Office

Ht. Adjustable add to current desk options.

Workrite



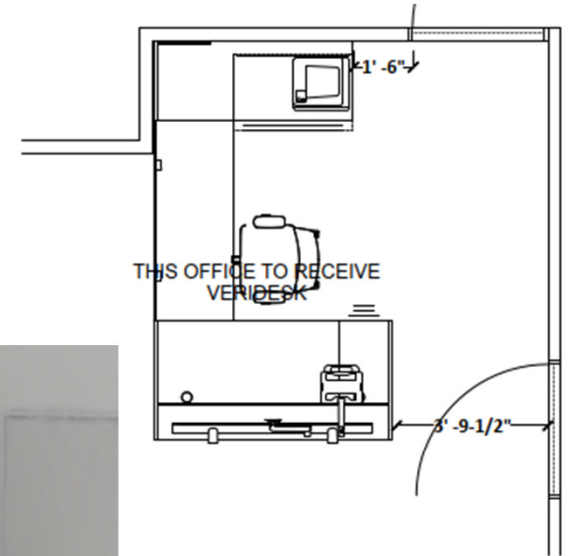
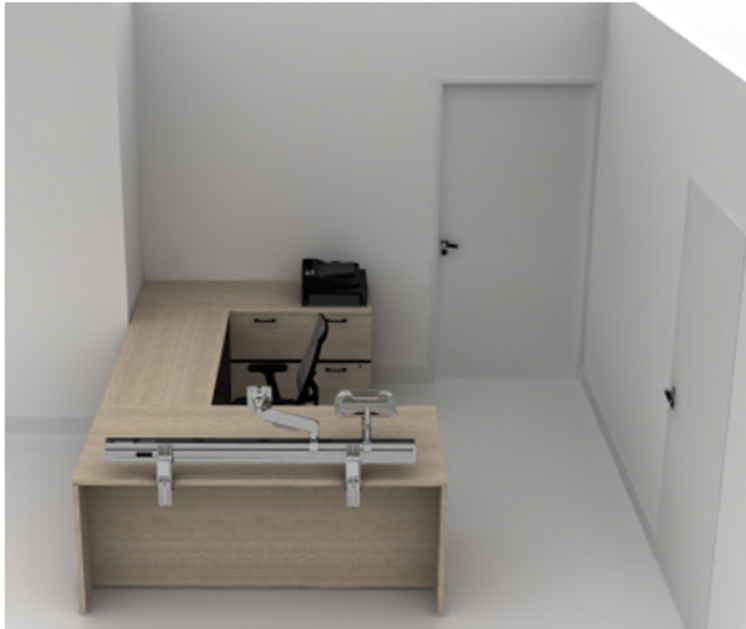
 Henricksen


Small Office
Ht. Adjustable add to current desk options.
Humanscale



 Henricksen

Senior Center Desk



 Henricksen



Quote

Quoted To:

VILLAGE OF WESTERN SPRINGS
740 HILLGROVE AVE

WESTERN SPRINGS, IL 60558
OMNIA OPTION

Ship To:

VILLAGE OF WESTERN SPRINGS

1500 WALKER ST
WESTERN SPRINGS, IL 60558

Account Executive:

MICHAEL BACHENBERG
M.BACHENBERG@HENRICKSEN.COM
312.259.7999

Project Coordinator:

ARACELI FELICIANO
A.FELICIANO@HENRICKSEN.COM
630.625.4766

Date: 1/22/2026

Quote # 25080948

COUNTER 102

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|---|-----|-----|---------------|--|------------|------------|
| 1 | HSF | 1 | H19723R | Flagship Pedestal "R" Pull Freestanding B/B/F | \$369.75 | \$369.75 |
| | | | .L | Standard Random Key Lock | | |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| 2 | HSF | 1 | HSCM223018BFM | Contn 22Hx30Wx18D B/F Cred Mobile Mtl Front | \$1,111.80 | \$1,111.80 |
| | | | .H | Hard Caster | | |
| | | | .R | Radius | | |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| | | | \$(MATCH) | Match Case | | |
| | | | .NA | Match Case | | |
| | | | .L | Lock | | |
| 3 | HSF | 1 | H9170R | Flagship 30W 2-Drw "R" Pull Lateral 30W 28H 18D | \$625.66 | \$625.66 |
| | | | .L | Standard Random Key Lock | | |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| 4 | HSN | 1 | HIWMM | Ignition 2 Task Mid-back, ilira back | \$451.80 | \$451.80 |
| | | | .Y2 | Advanced Synchro-Tilt SeatSldr | | |
| | | | .A | Height and Width Adj. Arm | | |
| | | | .S | Black All-Surface Caster | | |
| | | | .IC | 4-Way Charcoal | | |
| | | | \$(1) | Grade 1 Uph | | |
| | | | .APX | Apex | | |
| | | | 20 | Blackberry | | |
| | | | .BL | Black Adjustable Lumbar | | |
| | | | .SB | Standard Base | | |
| | | | .T | Black | | |
| 5 | HCL | 1 | HSDDL29 | 29.5"H Corner Desk Leg | \$83.35 | \$83.35 |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| 6 | HCL | 1 | HSDEP2429F | 24'D End-Panel Supports: Freestanding | \$97.76 | \$97.76 |
| | | | \$(P1) | P1 Paint Opts | | |

| | | | | | | | |
|----|------|---|----------------|--|------------|------------|--|
| | | | .S | Charcoal | | | |
| 7 | HCL | 1 | HSDSL29 | Abode Shared Leg | \$186.25 | \$186.25 | |
| | | | \$(P1) | P1 Paint Opts | | | |
| | | | .S | Charcoal | | | |
| 8 | HND | 2 | HHN831124 | Flat Bracket 24D | \$32.59 | \$65.18 | |
| | | | .S | Charcoal | | | |
| 9 | HND | 1 | HSDEP1129F | 11"D End-Panel Supports: Freestanding | \$92.27 | \$92.27 | |
| | | | \$(P1) | P1 Paint Opts | | | |
| | | | .S | Charcoal | | | |
| 10 | HND | 1 | HLSLZ5SC72 | 60"W External Stiffener | \$75.60 | \$75.60 | |
| | | | .P | Black | | | |
| 11 | HND | 1 | HSDG | Gussets (1 Pr) | \$57.97 | \$57.97 | |
| | | | \$(P1) | P1 Paint Opts | | | |
| | | | .S | Charcoal | | | |
| 12 | HND | 1 | HWR2424PN | Systems Rectanular Wksfc Edgeband 24D X 24W N | \$149.55 | \$149.55 | |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | | |
| | | | .LKI1 | Kingswood Walnut | | | |
| | | | .KI | Kingswood Walnut | | | |
| 13 | HND | 1 | HWR2448P | Systems Rectangular Worksurface Edgeband 24D x 48W | \$197.57 | \$197.57 | |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | | |
| | | | .LKI1 | Kingswood Walnut | | | |
| | | | .KI | Kingswood Walnut | | | |
| | | | .S | Charcoal | | | |
| 14 | HND | 1 | HWV95AALP | Systems 72x48x24x24Left Corner Cove Worksurface Edgebd | \$382.10 | \$382.10 | |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | | |
| | | | .LKI1 | Kingswood Walnut | | | |
| | | | .KI | Kingswood Walnut | | | |
| | | | .S | Charcoal | | | |
| 15 | ESI | 1 | EDGE2 | Edge Series Dual Monitor Arm w/ desk clamp & grommet mount (weight c | \$523.43 | \$523.43 | |
| | | | SLV | Silver | | | |
| 16 | ESI | 2 | TROUGH-DLX-KIT | 2-4"W x 18"L Deluxe Cord Management Troughs, Quick Install Adhesive, G | \$29.71 | \$59.42 | |
| | | | BLK | Black | | | |
| 17 | SUBB | 1 | * | Custom Corian Transaction Top | \$2,894.29 | \$2,894.29 | |
| | | | * | - 121-1/2"W x 8-1/2"D x 1-1/2"Thick | | | |
| | | | * | - Separate subtop to mount to existing wall | | | |
| | | | * | - Color: Corian group 2 or similarTBD | | | |

Group Subtotal: \$7,423.75

OFFICE 103

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|----|-----|-----|---------|---|----------|----------|
| 18 | HSF | 1 | H19723R | Flagship Pedestal "R" Pull Freestanding B/B/F | \$369.75 | \$369.75 |
| | | | .L | Standard Random Key Lock | | |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| 19 | HSF | 1 | H9170R | Flagship 30W 2-Drw "R" Pull Lateral 30W 28H 18D | \$625.66 | \$625.66 |
| | | | .L | Standard Random Key Lock | | |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |

| | | | | | | |
|----|-----|---|---|---|-----------------|-----------------|
| 20 | HSF | 1 | HFSC183640R .L \$(P1) .S | Flagship Stg Cab 39 1/8Hx36Wx18D R Pulls-2 Adj Shlf Standard Random Key Lock P1 Paint Opts Charcoal | \$677.54 | \$677.54 |
| 21 | HSN | 1 | HIWMM .Y2 .A .S .IC \$(1) .APX 20 .BL .SB .T | Ignition 2 Task Mid-back, ilira back Advanced Synchro-Tilt SeatSlidr Height and Width Adj. Arm Black All-Surface Caster 4-Way Charcoal Grade 1 Uph Apex Blackberry Black Adjustable Lumbar Standard Base Black | \$451.80 | \$451.80 |
| 22 | HCL | 1 | HEC42PLN \$(P1) .S | 42.5H "L" Connector Post P1 Paint Opts Charcoal | \$56.94 | \$56.94 |
| 23 | HCL | 1 | HECSL | "L" Connector Strap | \$8.23 | \$8.23 |
| 24 | HCL | 1 | HEFEC42P \$(P1) .S | Panel Finished End Covers 42.5H P1 Paint Opts Charcoal | \$28.13 | \$28.13 |
| 25 | HCL | 1 | HETC24 \$(P1) .S | Panel Top Cap 24"W P1 Paint Opts Charcoal | \$20.24 | \$20.24 |
| 26 | HCL | 3 | HETC36 \$(P1) .S | Panel Top Cap 36"W P1 Paint Opts Charcoal | \$30.53 | \$91.59 |
| 27 | HCL | 1 | HETP4224FP \$(A) .LC 34 \$(P1) .S | Tackable Panel w/o TC 42.5H x 24W Grd A Fabric Lucy Graphite P1 Paint Opts Charcoal | \$151.95 | \$151.95 |
| 28 | HCL | 3 | HETP4236FP \$(A) .LC 34 \$(P1) .S | Tackable Panel w/o TC 42.5H x 36W Grd A Fabric Lucy Graphite P1 Paint Opts Charcoal | \$168.76 | \$506.28 |
| 29 | HCL | 1 | HEWS42P \$(P1) .S | Wall Starter Kit for Panels 42.5H P1 Paint Opts Charcoal | \$45.96 | \$45.96 |
| 30 | HCL | 2 | HCKTSP .X | Straight Connector Kit No Option | \$11.32 | \$22.64 |
| 31 | HND | 1 | HBWR2430PT \$(L1STD) .LK11 .KI | Systems 24D X 30W Edgeband Worksurface Tee Span Grd L1 Standard Laminates Kingswood Walnut Kingswood Walnut | \$171.50 | \$171.50 |

| | | | | | | |
|----|-----|---|----------------------|--|-----------------|-----------------|
| | | | .S | Charcoal | | |
| 32 | HND | 1 | HLSLZ5SC72 | 60"W External Stiffener | \$75.60 | \$75.60 |
| | | | .P | Black | | |
| 33 | HND | 1 | HWR2436PN | Systems Rectangular Wksfc Edgeband 24Dx 36W No grom | \$169.10 | \$169.10 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| | | | .KI | Kingswood Walnut | | |
| 34 | HND | 1 | HSDEP1129F | 11"D End-Panel Supports: Freestanding | \$92.27 | \$92.27 |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| 35 | HND | 1 | HSDG | Gussets (1 Pr) | \$57.97 | \$57.97 |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| 36 | HTL | 1 | HHATCC704622L | 70x46x22x22 Corner Cove - LH | \$383.82 | \$383.82 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| | | | .KI | Kingswood Walnut | | |
| | | | .G2 | 2 Grommets - Offset | | |
| | | | LOFT | Loft | | |
| | | | .P | Black | | |
| 37 | HTL | 1 | HHATB2S3LT | 2 Stage 3 Leg T Foot | \$668.51 | \$668.51 |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| | | | .X | Standard Glide | | |
| | | | .MEM | Memory Preset | | |

Group Subtotal: \$4,675.48

OFFICE 103

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|----|-----|-----|-----------------------|--|-------------------|-------------------|
| 38 | ESI | 1 | LOFT-KIT4-60 | Rising Loft Preconfigured Kit 4-Single Monitor Arm + Laptop Holder, Inclu | \$1,214.29 | \$1,214.29 |
| | | | PLT | Platinum | | |
| | | | ~DKSR | ~Dark Silver (For Rendering Purposes) | | |
| 39 | ESI | 1 | LOFT-PWR | Rising Loft Power Add-On Module, Includes (1) A/C Outlet, (1) USB-A, & (1 | \$124.00 | \$124.00 |
| | | | PLT | Platinum | | |
| 40 | ESI | 1 | TROUGH-DLX-KIT | 2-4"W x 18"L Deluxe Cord Management Troughs, Quick Install Adhesive, G | \$29.71 | \$29.71 |
| | | | BLK | Black | | |
| 41 | ESI | 1 | TROUGH-DLX-KIT | 2-4"W x 18"L Deluxe Cord Management Troughs, Quick Install Adhesive, G | \$29.71 | \$29.71 |
| | | | BLK | Black | | |

Group Subtotal: \$1,397.71

OFFICE 104

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|----|-----|-----|----------------|--|-----------------|-----------------|
| 42 | HTL | 1 | HFTLD36 | Flock 36 Diameter Round Laminate Top | \$302.85 | \$302.85 |
| | | | .G | 2MM Edge | | |
| | | | KI | Kingswood Walnut | | |
| | | | .N | No Grommet | | |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| 43 | HTL | 1 | HFXB29B | Flock x-base for 29 1/2"h tables Use w/36" tops | \$443.70 | \$443.70 |

| | | | | | | |
|----|-----|---|--------------------|--|-----------------|-----------------|
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .P7A | Textured Charcoal | | |
| 44 | HTL | 1 | HHATM3S2LT | Max 3 Stage 2 Leg T Foot | \$480.54 | \$480.54 |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| | | | .X | Standard Glide | | |
| | | | .MEM | Memory Preset | | |
| 45 | HTL | 1 | HHATW3078CT | 78W x 30D Rect Worksurface - C/T Base | \$278.52 | \$278.52 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| | | | .KI | Kingswood Walnut | | |
| | | | .G1 | 1 Grommet - Centered | | |
| | | | S | Charcoal | | |
| | | | .P | Black | | |
| 46 | HSN | 2 | HISB6 | Ignition Sled Bse Guest Chair | \$288.90 | \$577.80 |
| | | | .N | Armless | | |
| | | | .E | Nylon Glide | | |
| | | | .IC | 4-Way Charcoal | | |
| | | | \$(2) | Grade 2 Uph | | |
| | | | .PNS | Appoint | | |
| | | | 008 | Carbon | | |
| | | | .CBK | Charblack | | |
| 47 | HSN | 1 | HIWMM | Ignition 2 Task Mid-back, ilira back | \$451.80 | \$451.80 |
| | | | .Y2 | Advanced Synchro-Tilt SeatSldr | | |
| | | | .A | Height and Width Adj. Arm | | |
| | | | .S | Black All-Surface Caster | | |
| | | | .IC | 4-Way Charcoal | | |
| | | | \$(1) | Grade 1 Uph | | |
| | | | .APX | Apex | | |
| | | | 20 | Blackberry | | |
| | | | .BL | Black Adjustable Lumbar | | |
| | | | .SB | Standard Base | | |
| | | | .T | Black | | |
| 48 | HCG | 1 | H10503 | 10500 Series Lateral File Ped 36"W x 20"D x 28"H | \$633.15 | \$633.15 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| 49 | HCG | 1 | H105106 | 10500 Series 15 3/4Wx18 7/8Dx21 7/8H Mobile Ped B/F | \$434.25 | \$434.25 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| | | | LKI1 | Kingswood Walnut | | |
| 50 | HCG | 1 | H105R2472 | 72Wx24D Rectangle Worksurface | \$208.80 | \$208.80 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| | | | KI | Kingswood Walnut | | |
| 51 | HCG | 3 | HARCHA2 | Field Install Dwr/Door Kits Arch Blk 2-pack | \$39.60 | \$118.80 |
| 52 | HND | 1 | HSDG | Gussets (1 Pr) | \$57.97 | \$57.97 |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| 53 | HND | 1 | HSDEP1129F | 11"D End-Panel Supports: Freestanding | \$92.27 | \$92.27 |

| | | | | | | |
|----|-----|---|----------|--|---------|---------|
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .S | Charcoal | | |
| 54 | HND | 1 | HJTRGH36 | 36" Cable Management Tray - Black Only | \$43.22 | \$43.22 |
| | | | .P | Black | | |

Group Subtotal: \$4,123.67

OFFICE 104

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|----|-----|-----|--------------|--|------------|------------|
| 55 | ESI | 1 | LOFT-KIT4-60 | Rising Loft Preconfigured Kit 4-Single Monitor Arm + Laptop Holder, Inclu | \$1,214.29 | \$1,214.29 |
| | | | PLT | Platinum | | |
| | | | ~DKSR | ~Dark Silver (For Rendering Purposes) | | |
| 56 | ESI | 1 | LOFT-MA-ADP | Rising Loft Single Monitor Arm + Rail Adapter (Required To Attach To Rail, | \$121.14 | \$121.14 |
| | | | PLT | Platinum | | |
| 57 | ESI | 1 | LOFT-PWR | Rising Loft Power Add-On Module, Includes (1) A/C Outlet, (1) USB-A, & (1 | \$124.00 | \$124.00 |
| | | | PLT | Platinum | | |

Group Subtotal: \$1,459.43

RITA

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|----|-----|-----|-----------|--|----------|----------|
| 58 | AWS | 1 | 9120R3024 | Spcl Size 24-1/8-30Wx18-1/8-24D Flat Eg | \$189.71 | \$189.71 |
| | | | .G0 | No grom | | |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| | | | .KI | Kingswood Walnut | | |
| | | | .300W | 30" W | | |
| | | | X201D | 20 1/8" Depth | | |
| 59 | HCG | 1 | H10503 | 10500 Series Lateral File Ped 36"W x 20"D x 28"H | \$633.15 | \$633.15 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| 60 | ESI | 1 | LOTUS-WHT | Lotus Sit-To-Stand Workstation | \$858.29 | \$858.29 |
| | | | WHT | WHT | | |

Group Subtotal: \$1,681.15

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|----|------|-----|---------|-------------------------------|------------|------------|
| 61 | SUBB | 1 | FREIGHT | FREIGHT | \$207.14 | \$207.14 |
| 62 | HNDS | 15 | DESIGN | DESIGN - PM SERVICES | \$85.00 | \$1,275.00 |
| 63 | WLTK | 1 | INSTALL | INSTALLATION AND DECOMMISSION | \$6,225.00 | \$6,225.00 |

Group Subtotal: \$7,707.14

| | | | | | | |
|----------------------------|--|--|--|--|------------|------------|
| Estimated Sales Tax | | | | | \$1,668.25 | \$1,668.25 |
|----------------------------|--|--|--|--|------------|------------|

Total: \$30,136.58

50% Down Payment Required Upon Order Placement

We appreciate the opportunity to be of service to your organization. Respectfully submitted by Henricksen.

Due to the potential of tariffs and changes in trade regulations, prices are subject to change. We strive to maintain stable pricing but may need to adjust based on evolving costs not under our control. Thank you for your understanding.

Please sign below accepting Terms & Conditions authorizing Henricksen to proceed with order placement.

Signature: _____ Organization: _____ Date: _____

Terms + Conditions

The Terms and Conditions of Sale apply to this contract and quotation unless amended or changed in writing and attached hereto.

- Prices quoted are held for a period of 15 days.
- Installation pricing is based upon non-union labor rates, unless otherwise specified.
- Freight, delivery, installation, and taxes are not included in the price of the products and will be added to invoices, if applicable.
- A 50% deposit shall be provided upon entering of any order. No interest shall accrue against such deposit. The remaining 50% of total will be invoiced upon product being shipped by manufacturer.
- Terms of sale are net 15 days from date of invoices. Invoices will be tendered in full on all items received or being held at our warehouse. A service charge of 1.5% per month (18% annual percentage rate) will be added to all unpaid invoices beyond 30 days from invoice date. Payment by credit card will result in the additional costs to be passed on to the Customer.
- Design and product application services are included in product pricing within two revisions. Additional design work is to be billed at an hourly rate.
- No payment shall be withheld on any invoice beyond the selling price of the specific merchandise not delivered or subject to repair and/or replacement.
- All sales are final. Orders cannot be cancelled except by mutual consent. Resulting cancellation and/or restocking charges imposed by the manufacturer shall be paid by the Customer.
- All requests for changes in quantity or specification shall be in writing and are subject to our approval.
- We will coordinate shipments to arrive just before the scheduled installation date and provide warehousing for merchandise shipped to our warehouse for a period of no greater than 30 days beyond the original installation date, without charge to you. Beyond 30 days, we will provide warehousing at a rate to be agreed upon.
- Direct power connection to building circuitry to be provided through owner. Some facilities may require union electrician to hardwire building electric to furniture base feed and panel to panel electrical connections. Owner assumes the cost for any electrical permits that need to be pulled and additional labor required. Permit fees incurred for installing the furniture may result in an additional charge to the Customer.
- In the event that construction delays or other causes not within our control force postponement of the installation, the merchandise will be stored until installation can be resumed and will be considered accepted by you for purpose of payment. In such event, you have the right to withhold 5% of the invoice amount against completion of delivery.
- On direct shipments, not including installation, the Customer will receive and install. It will be Customer's responsibility to inspect the merchandise and file freight claims. We cannot be held liable for cost of repairs and/or replacement of damaged goods.
- Delivery and installation will be made during normal working hours of 7:00 - 4:00. Additional labor costs resulting from overtime work performed at your request or after 4:00 and on weekends will be paid by the Customer.
- Installation is to include merchandise purchased on this order only and does not include moving or handling of existing furnishings, machines, etc.
- When furnishings are delivered and brought onto the job site, they shall be inspected and conditionally accepted by you. The responsibility for the security and the protection of the delivered goods shall pass to you. Any exceptions shall be reported in writing immediately.
- The job site shall be clean, clear, and free of debris prior to installation. Exceptional delivery and installation encumbrances will result in extra charges. The job site shall also be free of the interference of all trades in the work areas.
- Electric current, light, heat, hoisting and/or elevator service and suitable unobstructed dock space and secured staging areas will be furnished by the Customer without charge.
- If staging / storage areas provided at the job site are inconveniently located, are on another floor from where the work is to be done, or if products must be walked up or down stairs, or if the merchandise must be moved due to the progress of other trades, or at your request or if we are required to move, or handle existing furniture, the additional cost of moving and transporting shall be paid by the Customer.
- Our ability to erect or assemble furnishings is dependent upon jurisdictional agreements between trade unions at the job site. If trade regulations require employing tradesmen to complete the installation, the additional cost will be paid by the Customer.
- We agree to completely install the furnishings according to the final floor plan. Any changes to the final plan will be provided prior to the installation date. Once the installation has begun, the Customer agrees to assume any expenses incurred by us due to changes made at your request or for any reason beyond our control. Work will not be completed until there is a signed change order to approve the work.
- All furnishings will be left clean and in working order. All cartoning and packaging materials will be removed, and the premises will be left broom clean.
- All furnishings are warranted to be free from defects in materials or workmanship for a period of twelve (12) months from date of delivery. We will arrange for the repair or replacement of defective items or those inadvertently damaged by us during installation. We will act as your agent in the event claims concerning damaged and/or defective materials and/or workmanship made within the warranty periods as stated by the particular manufacturer, supplier, or fabricator. There are no expressed or implied warranties.
- No liability shall accrue against Henricksen as a result of any breach of these Terms and Conditions resulting from any strike, lockout, work stoppage, accident, act of God or other delays beyond our control. We do not assume any liability for consequential damages or loss of anticipatory profits resulting from the use of the merchandise or delay in its delivery and installation, or for the misuse or abuse by the Customer.
- There are no express or implied warranties. All warranties (statutory, express or implied), including without limitation any warranty of fitness for a particular purpose, are specifically disclaimed. Any warranties by the manufacturer of the merchandise ("Manufacturer") are hereby assigned to the customer ("Customer") to the extent such warranties can be assigned. Any warranty claims by Customer must be brought against Manufacturer. All sales are final. All requests for changes in quantity or specification shall be in writing and subject to the approval of Manufacturer and/or Henricksen. Any resulting charges imposed by Manufacturer will be paid by Customer.

These Terms and Conditions of Sale supersede any terms and conditions appearing on the Customer's purchase order, or any other documents, and all verbal communications and/or understandings related thereto.





Banking Information

ACH or EFT Payments

Bank name and address: Fifth Third Bank
1400 16th Street
Lombard, IL 60148

ACH or EFT Routing/ABA: 071923909

Our Account Number: 0069266999

Domestic Wire Transfer Payments and International Wire Transfers sent in US Dollars

Bank Name and address: Fifth Third Bank
5050 Kingsley Drive
Cincinnati, OH 45227

Wire Transfer ABA: 042000314

Fifth Third Swift Code: FTBCUS3C

For Credit To: Henricksen & Company Inc
1101 W. Thorndale Ave
Itasca, IL 60143

International Wire sent in Foreign Currency

Information varies depending upon type of currency

If you have questions, please feel free to contact Skylar Le Vine at Fifth Third Bank at 224-489-9325.

Please send all remittance advice to: ACH@HENRICKSEN.COM



Quote

Quoted To:
VILLAGE OF WESTERN SPRINGS
 740 HILLGROVE AVE
 WESTERN SPRINGS, IL 60558

Account Executive:
MICHAEL BACHENBERG
 M.BACHENBERG@HENRICKSEN.COM
 312.259.7999

Date: 1/12/2026
Quote # 25091234
 SENIR CENTER OMNIA

Ship To:
VILLAGE OF WESTERN SPRINGS
 1500 WALKER ST
 WESTERN SPRINGS, IL 60558

Project Coordinator:
ARACELI FELICIANO
 A.FELICIANO@HENRICKSEN.COM
 630.625.4766

SENIOR CENTER

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|---|-----|-----|--|--|----------|------------|
| 1 | HVO | 1 | HLSL24280 \$(P1) .P | 24"D x 28"H O-Leg Support for Wksf (single leg) P1 Paint Opts Black | \$223.69 | \$223.69 |
| 2 | HND | 2 | HJTRGH36 .P | 36" Cable Management Tray - Black Only Black | \$44.48 | \$88.96 |
| 3 | HSN | 1 | HIWMM .Y2 .A .S .IC \$(1) .APX 20 .BL .SB .T | Ignition 2 Task Mid-back, ilira back Advanced Synchro-Tilt SeatSldr Height and Width Adj. Arm Black All-Surface Caster 4-Way Charcoal Grade 1 Uph Apex Blackberry Black Adjustable Lumbar Standard Base Black | \$468.87 | \$468.87 |
| 4 | HCG | 1 | H10503 \$(L1STD) .LK11 | 10500 Series Lateral File Ped 36"W x 20"D x 28"H Grd L1 Standard Laminates Kingswood Walnut | \$657.07 | \$657.07 |
| 5 | HTL | 1 | HHATW3072CT \$(L1STD) .LK11 .KI .X .P | 72W x 30D Rect Worksurface - C/T Base Grd L1 Standard Laminates Kingswood Walnut Kingswood Walnut No Grommet Black | \$278.16 | \$278.16 |
| 6 | HCG | 1 | HNLAB2SIL \$(P1) .P71 .MEM | 2 Stage HAT 2 Integrated Leg P1 Paint Opts Black Memory Preset | \$509.03 | \$509.03 |
| 7 | HCG | 2 | HNL30SHR .X | Shroud 30"D No Grommet | \$573.01 | \$1,146.02 |

| | | | | | | |
|------------------------|-----|---|-------------|---|----------|-------------------|
| | | | \$(L1STD) | L1 Standard Lam Opts | | |
| | | | .LKI1 | Kingswood Walnut | | |
| 8 | HTL | 1 | HUSLMOD1354 | Laminate Modesty 13h x 54w | \$276.75 | \$276.75 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| | | | .KI | Kingswood Walnut | | |
| | | | .P | Black | | |
| 9 | HCL | 1 | HSDEP1129F | 11"D End-Panel Supports: Freestanding | \$94.96 | \$94.96 |
| | | | \$(P1) | P1 Paint Opts | | |
| | | | .L | Putty | | |
| 10 | HCG | 2 | H105R2460 | 60Wx24D Rectangle Worksurface | \$197.07 | \$394.14 |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| | | | KI | Kingswood Walnut | | |
| 11 | HCG | 1 | HNLMP6028 | 60W x 27-7/8H Modesty / Back Panel | \$167.65 | \$167.65 |
| | | | .X | No Grommet | | |
| | | | \$(L1STD) | Grd L1 Standard Laminates | | |
| | | | .LKI1 | Kingswood Walnut | | |
| 12 | HCG | 2 | HARCHA2 | Field Install Dwr/Door Kits Arch Blk 2-pack | \$41.10 | \$82.20 |
| 13 | HCG | 1 | HARCHA3 | Field Install Dwr/Door Kits Arch Blk 3-pack | \$45.30 | \$45.30 |
| Group Subtotal: | | | | | | \$4,432.80 |

SENIOR CENTER

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|------------------------|-----|-----|--------------|---|------------|-------------------|
| 14 | ESI | 1 | LOFT-KIT4-60 | Rising Loft Preconfigured Kit 4-Single Monitor Arm + Laptop Holder, Inclu | \$1,214.29 | \$1,214.29 |
| | | | * | Shelf, Single Rising Monitor Arm, Laptop Holder + (2) Adapters | | |
| | | | PLT | Platinum | | |
| | | | ~DKSR | ~Dark Silver (For Rendering Purposes) | | |
| 15 | ESI | 1 | LOFT-PWR | Rising Loft Power Add-On Module, Includes (1) A/C Outlet, (1) USB-A, & (| \$124.00 | \$124.00 |
| | | | * | Only 48" & 60" Rails Accept Additional Power Module | | |
| | | | PLT | Platinum | | |
| | | | ~DKSR | ~Dark Silver (For Rendering Purposes) | | |
| Group Subtotal: | | | | | | \$1,338.29 |

| # | MFG | QTY | MODEL | DESCRIPTION | UNIT | EXTENDED |
|------------------------|------|-----|---------|--------------|------------|-------------------|
| 16 | FRT | 1 | FREIGHT | FREIGHT | \$0.00 | \$0.00 |
| 17 | WLTk | 1 | INSTALL | INSTALLATION | \$1,915.00 | \$1,915.00 |
| Group Subtotal: | | | | | | \$1,915.00 |

| | | | | | | |
|----------------------------|--|--|--|--|-----------------|-----------------|
| Estimated Sales Tax | | | | | \$432.83 | \$432.83 |
|----------------------------|--|--|--|--|-----------------|-----------------|

Total: \$8,118.92

50% Down Payment Required Upon Order Placement

We appreciate the opportunity to be of service to your organization. Respectfully submitted by Henricksen.

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- Terms of sale are net 15 days from date of invoices. Invoices will be tendered in full on all items received or being held at our warehouse. A service charge of 1.5% per month (18% annual percentage rate) will be added to all unpaid invoices beyond 30 days from invoice date. Payment by credit card will result in the additional costs to be passed on to the Customer.
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- Direct power connection to building circuitry to be provided through owner. Some facilities may require union electrician to hardwire building electric to furniture base feed and panel to panel electrical connections. Owner assumes the cost for any electrical permits that need to be pulled and additional labor required. Permit fees incurred for installing the furniture may result in an additional charge to the Customer.
- In the event that construction delays or other causes not within our control force postponement of the installation, the merchandise will be stored until installation can be resumed and will be considered accepted by you for purpose of payment. In such event, you have the right to withhold 5% of the invoice amount against completion of delivery.
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- If staging / storage areas provided at the job site are inconveniently located, are on another floor from where the work is to be done, or if products must be walked up or down stairs, or if the merchandise must be moved due to the progress of other trades, or at your request or if we are required to move, or handle existing furniture, the additional cost of moving and transporting shall be paid by the Customer.
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- All furnishings are warranted to be free from defects in materials or workmanship for a period of twelve (12) months from date of delivery. We will arrange for the repair or replacement of defective items or those inadvertently damaged by us during installation. We will act as your agent in the event claims concerning damaged and/or defective materials and/or workmanship made within the warranty periods as stated by the particular manufacturer, supplier, or fabricator. There are no expressed or implied warranties.
- No liability shall accrue against Henricksen as a result of any breach of these Terms and Conditions resulting from any strike, lockout, work stoppage, accident, act of God or other delays beyond our control. We do not assume any liability for consequential damages or loss of anticipatory profits resulting from the use of the merchandise or delay in its delivery and installation, or for the misuse or abuse by the Customer.
- There are no express or implied warranties. All warranties (statutory, express or implied), including without limitation any warranty of fitness for a particular purpose, are specifically disclaimed. Any warranties by the manufacturer of the merchandise ("Manufacturer") are hereby assigned to the customer ("Customer") to the extent such warranties can be assigned. Any warranty claims by Customer must be brought against Manufacturer. All sales are final. All requests for changes in quantity or specification shall be in writing and subject to the approval of Manufacturer and/or Henricksen. Any resulting charges imposed by Manufacturer will be paid by Customer.

These Terms and Conditions of Sale supersede any terms and conditions appearing on the Customer's purchase order, or any other documents, and all verbal communications and/or understandings related thereto.





Banking Information

ACH or EFT Payments

Bank name and address: Fifth Third Bank
1400 16th Street
Lombard, IL 60148

ACH or EFT Routing/ABA: 071923909

Our Account Number: 0069266999

Domestic Wire Transfer Payments and International Wire Transfers sent in US Dollars

Bank Name and address: Fifth Third Bank
5050 Kingsley Drive
Cincinnati, OH 45227

Wire Transfer ABA: 042000314

Fifth Third Swift Code: FTBCUS3C

For Credit To: Henricksen & Company Inc
1101 W. Thorndale Ave
Itasca, IL 60143

International Wire sent in Foreign Currency

Information varies depending upon type of currency

If you have questions, please feel free to contact Skylar Le Vine at Fifth Third Bank at 224-489-9325.

Please send all remittance advice to: ACH@HENRICKSEN.COM



AGENDA ITEM SUMMARY

PROPERTIES AND RECREATION COMMITTEE

Properties and Recreation Committee: March 4, 2026

AGENDA ITEM D.3.

To: Properties and Recreation Committee

From:

CC:

RE: Strategic Plan Updates - Municipal Services

Recommendation

Summary

In March, all Departments will bring strategic plan updates to their appropriate Committees for review. Updates will include initiatives and projects from the last six months that have been completed, in progress, or planned for next steps. Items that are underlined below indicate a change in status since the strategic plan was finalized. Items highlighted in green are those items which are applicable to the Properties & Recreation Committee. Other items may fall under the purview of other departments or committees.

Evaluate Improvements at the Historic Tower and the Downtown Area and Support Expanded Community Events

In Progress

- Utilize more natural plantings to reduce annual maintenance costs and increase durability
- Exploring the replacement of the drinking fountain
- Develop Community Events Guide
- Increase staff involvement and interdepartmental coordination for Village events
- Signage updates and additions

Next Steps

- Tower stairway Project has been designed for reconstruction
- Consider Museum Tax, if allowed by the State legislative proposed change

- Formal Evaluation of utility improvements
- Explore low impact improvement(s) that expand the use of the Tower Green area.
- [Improve/enhance pedestrian amenities on/around the Tower Green area.](#)

Completed

- [Improved landscaping on Burlington and Hillgrove – temporary condition](#)
- [Review of electrical improvements](#)
- [Crosswalk from Underpass to Spring Rock Park](#)
- [Electrical upgrades for special events](#)
- Tree Replacement on Burlington Avenue
- Repaving, bump-outs, crosswalks, and bollards on Burlington Ave
- Electrical upgrades in planters on Burlington Ave
- Enhanced Seasonal Decorations in Downtown during Holiday Seasons
- French Market paired events (“compatible community events”)
- Expanded Bistro Seating at Tower Green
- New Fire Engine dedication event
- Touch a Truck event
- Police National Night Out – cooperative event with LTACC communities
- Police Memorial Week Ceremony
- French Market paired events (“compatible community events”)

Identify and Implement Green Initiatives for Village Operations In Progress

- [Leaf program operational improvements](#)
- [Alternative Fuel Fleet Purchases](#)
- Reduction of paper use with digitization
- Participation in the SolSmart program

Next Steps

- Chloride reduction for salt applications
- Additional EV charging stations
- Electric vehicle options for fleet vehicles
- Utilization of MWRD Bio-Solids

Completed

- [Greenest Region Compact](#)

- [Pollinator Pockets corner garden](#)
- LED Streetlights
- Pumpkin Smash
- Holiday Light Recycling
- Styrofoam Recycling
- Water bottle filling stations in Village Hall and Recreation Center
- Hybrid fleet vehicle replacement
- No vehicle idling policy
- Leaf disposal procedural change
- No Mow May – delayed weed control enforcement to promote pollinator havens
- Composting improvements and marketing of such through LRS
- Reduced use of paper with digitization, Village-wide
- Public EV charging stations
- Pollinator Gardens permit application, web page, and educational presentation

Financial Impact

Recommended Motion

Strategic Plan Alignment

File Attachments

None