



Agenda Item Summary

File #: RES 23-48, **Version:** 1

Submitted By

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Reviewed By

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Agenda Item Title

A Resolution Approving the Renewal of the Independent Contractor Agreement with CityEscape Garden & Design LLC for Village Wide Container Seasonal Display and Maintenance Services in an Amount Not to Exceed \$111,000.00 and Authorizing its Execution

Overview

This agenda item is for the Container Seasonal Display and Maintenance Services for 2023. It is proposed to renew the existing agreement with CityEscape Garden & Design LLC, of Chicago, IL. This is the second of two annual renewals included in the original agreement. The Village contracts for the installation and maintenance of plant material in approximately 530 containers across multiple business districts.

Recommendation

Adopt the Resolution.

Background

The Village maintains the landscaping in multiple business districts across the Village. Village staff, business owners, and residents place high importance on the quality and cleanliness of their business districts. Part of providing a high-quality unified streetscape design across the Village is the installation and maintenance of plant material in approximately 530 above-ground, movable landscape containers.

City Escape Garden & Design LLC was the low responsive bidder for this contract when the work was bid out in November 2020. They have completed this type of work for the Village in the past including in 2022. They are a quality contractor who provides excellent service. Village staff is requesting to exercise the second of the two possible renewals outlined in the original contract.

The Container Seasonal Display program work begins in May with a cleanup and installation of perennial and annual planting materials in 530 containers across multiple business districts. Staff request that the plants included in the containers are suitable to the location, are aesthetically pleasing, are native material when possible, and support pollinating insects. The containers are visited as necessary to water the plants and maintain the containers. There is a second installation that occurs in the fall with material more appropriate to the season. Those plants are watered and maintained through November if weather permits.

The following is the proposed contract amount for this project:

- Base Installation and Maintenance: \$66,700.00
- Estimated 950 Hours of watering at \$43.00 per hour: \$40,850.00
- Plant additions, replacements, extra watering, or other required work: \$3,450.00

The total not to exceed amount for this contract is proposed to be \$111,000.00.

Fiscal Impact

The Fiscal Year 2023 Budget, General Fund, External Support account no. 1001-43800-101-530667 provides a total of \$290,000.00 for Landscape Maintenance and \$5,000.00 for Private Property Landscape Violation Repairs. This item is for the Container Seasonal Display and Maintenance services with a proposed not to exceed \$111,000.00.

Two other agenda items will address the remaining budgeted landscape maintenance funds for the landscape maintenance program (\$148,000.00) and the landscape maintenance in the downtown Oak Park business district (\$35,626.00).

DEI Impact

N/A.

Alternatives

The Board can delay action to gain additional information.

Previous Board Action

The Village Board has approved Independent Contractor Agreements for this type of work annually.

Citizen Advisory Commission Action

N/A.

Anticipated Future Actions/Commitments

It is anticipated that this work will continue to be performed by contractors thus requiring Village Board approval.

Intergovernmental Cooperation Opportunities

N/A.