



Agenda Item Summary

File #: RES 17-471, **Version:** 1

Submitted By

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Reviewed By

LKS

Agenda Item Title

A Resolution Approving an Independent Contractor Agreement with City Escape Garden & Design LLC in an Amount not to Exceed \$60,000.00 for the 2017 Container Planting Installation and Maintenance Program and Authorizing Its Execution

Overview

In January of 2017 Village staff requested bids for three separate landscaping contracts under a "Comprehensive Landscaping Bid". One of the contracts, the Container Planting Installation and Maintenance program for 2017 is proposed to be awarded to the low responsive bidder, City Escape Garden & Design LLC, of Chicago, IL.

Staff Recommendation

Approve the Resolution.

Fiscal Impact

The FY 2017 budget provides a total of \$140,000.00 for the installation of plants and their maintenance in above ground movable container landscape planters and Business District landscape maintenance in the General Fund, General Contractuals account no. 1001-43800-742-530660.

The proposed not to exceed amount of this contract is \$60,000.00.

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 475 above ground movable container landscape planters. The Village has provided this service program for a number of years and the most recent contract expired in FY 2016.

City Escape Garden & Design LLC is the low responsive bidder for this contract. They have completed this work for the Village in the past (FY14 - FY16). They are a quality contractor who provides excellent service.

The following is the proposed contract amount for this project:

- Base Installation and Maintenance: \$31,650.45

(This amount does not include container planting installation and maintenance in DTOP which will be handled under an agreement with DTOP for that maintenance)

- Estimated 600 Hours of watering at \$38.00 per hour: \$22,800.00
- Plant additions, replacements or other required work: \$5,549.55

Total not to exceed amount for this contract is proposed to be \$60,000.00
(Base \$31,650.45 + Watering \$22,800.00 + other required work \$5,549.55)

Alternatives

The Board can delay action to gain additional information.

Previous Board Action

The Village Board has approved contracts for this work annually.

Citizen Advisory Commission Action

N/A.

Anticipated Future Actions/Commitments

It is anticipated that the Department of Public Works will be bringing this agreement to the Village Board annually.

Intergovernmental Cooperation Opportunities

None at this time. The Park District of Oak Park was requested to provide a bid for this work but they have elected not to pursue this contract. They primarily do most of their landscape work in-house so they would not benefit from the Village's contract.

Performance Management (MAP) Alignment

This work is in alignment with the Governance Priority established for the Department of Public Works for Maintenance and Service Programs.