



Agenda Item Summary

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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 \$150,000.00 for the 2017 Regular Landscape 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 Regular Landscape 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 \$145,000.00 for Regular Village Landscape Maintenance, Private Property Landscape Violations, and Fence Repair in the General Fund, General Contractuals account no. 1001-43800-742-530660.

In addition, the FY 2017 budget provides a total of \$50,000.00 for various landscape improvements and plant materials replacement in the Capital Improvement Fund, Engineering, Landscape Improvement account no. 3095-43780-101-570963.

The Capital Improvement funds will be distributed between two landscape contracts, the Business District Landscape Maintenance (referred to in this agenda item) and the Regular Landscaping (referred to in another agenda item).

The proposed not to exceed amount of this contract is \$150,000.00.

Background

The Village maintains the landscaping on approximately 180 sites across the Village. These sites include: Village owned properties, medians, cul-de-sacs, diverters, and parking lots. Village staff, business owners, and residents place high importance on the quality and cleanliness of sites.

City Escape Garden & Design LLC is the low responsive bidder for this contract. They have completed these types of work for the Village in the past. They are a quality contractor who provides excellent service.

The following is the proposed contract amount for this project:

- Regular Landscape Maintenance: \$81,421.44
 - Private Property Landscaping Violations: \$15,000.00
 - Fence Repairs: \$5,000.00
 - Landscape Site Improvements: \$48,578.56
- (The above funds include \$25,000.00 from the Capital Improvement Fund)

Total not to exceed amount for this contract is proposed to be \$150,000.00
(Maintenance \$81,421.44 + Violations \$15,000.00 + Fencing \$5,000 + Other Improvements \$48,578.56)

It should be noted that the Bid from City Escape Garden & Design LLC of \$81,421.44 is a revised bid. After the bids were submitted and opened by the Village, staff believed that one of their unit cost items (Spring Cleanup) seemed to be considerably out of line with the other bidders. Staff inquired to see if this was the correct cost. After discussion with City Escape it was understood that the bid item should not have been \$1,619.00 but rather \$16,190.00 and the item cost submitted was a mistake.

The bid documents allow the Village Board of Trustees the right to accept or reject any and all bids or to waive technicalities, or to accept any item of any bid. In addition, the Village Attorney advised that there is precedent litigation that allows the Village Board to do this.

After considering the revised unit cost for the Spring Cleanup of \$16,190.00 and the revised total cost of \$81,421.44 City Escape is still the low bidder. City Escape has provided quality services to the Village in the past and has been a responsible contractor. Staff supports allowing City Escape to include the revised price for Spring Cleanup in their bid.

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.