



Agenda Item Summary

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Submitted By

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Reviewed By

LKS

Agenda Item Title

A Resolution Approving the Renewal of the Independent Contractor Agreement with City Escape Garden & Design LLC for the 2019 Village Container Plantings Program in an Amount not to Exceed \$90,000.00 and Authorizing Its Execution

Overview

In January of 2017 Village staff requested bids for three separate landscaping contracts under a "Comprehensive Landscaping Bid". City Escape Garden & Design LLC, of Chicago, IL was identified as the lowest responsive bidder for one of the contracts, the Village Container Plantings Program. The Village entered into an Independent Contractor Agreement with City Escape in 2017 and renewed in 2018. Staff proposes to exercise the second of the two possible renewals.

Staff Recommendation

Approve the Resolution.

Fiscal Impact

For this work, the FY2019 budget provides a total of \$180,000.00 for 1) the installation of plants and their maintenance in above ground movable container landscape planters and 2) Business District landscape maintenance in the General Fund, General Contractuals account no. 1001-43800-742-530660.

This item is for the installation of plants and their maintenance in above ground movable planters (item #1 above) which is proposed at a not to exceed amount of \$90,000.00 from the above budget line item.

The second item noted in the first paragraph, Business District landscape maintenance, will be presented under another Board Agenda item. This amount also does not include landscape maintenance in DTOP which will be handled under an agreement with DTOP for that maintenance with funds also coming from the above budget line item.

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 435 above ground movable container landscape planters.

City Escape Garden & Design LLC was the low responsive bidder for this contract when the work was bid out in late 2016 for FY2017. They have completed this type of work for the Village in the past including in 2018. They are a quality contractor who provides excellent service. Village staff is requesting to exercise the first of the two possible renewals outlined in the original contract.

The Container Plantings program work begins in May with a cleanup and installation of perennial and annual planting materials in 435 containers across the multiple business districts. The containers are visited every couple days 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 December.

The following is the proposed contract amount for this project:

- Base Installation and Maintenance: \$32,000.00
- Estimated 800 Hours of watering at \$38.00 per hour: \$38,000.00
- Plant additions, replacements, extra watering or other required work: \$20,000.00

Total not to exceed amount for this contract is proposed to be \$90,000.00

Alternatives

The Board can delay action to gain additional information.

Previous Board Action

The Village Board approved funding for the program as part of the FY2019 budget and has approved this contract annually.

Citizen Advisory Commission Action

N/A.

Anticipated Future Actions/Commitments

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

Intergovernmental Cooperation Opportunities

None at this time.

Performance Management (MAP) Alignment

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