



## Agenda Item Summary

---

**File #:** RES 19-42, **Version:** 1

---

### **Submitted By**

John P. Wielebnicki, Public Works Director

### **Reviewed By**

LKS

### **Agenda Item Title**

**A Resolution Approving the Renewal of the Independent Contractor Agreement with McAdam Landscaping, Inc. for the 2019 Business District Landscape Maintenance Program in an Amount not to Exceed \$80,000.00 and Authorizing its Execution**

### **Overview**

In January of 2017 Village staff requested bids for three separate landscaping contracts under a "Comprehensive Landscaping Bid". McAdam Landscaping, Inc. of Forest Park, IL was identified as the lowest responsive bidder for one of the contracts, the Business District Landscape Maintenance Program. The Village entered into an Independent Contractor Agreement with McAdam Landscaping 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) Business District landscape maintenance and 2) the installation of plants and their maintenance in above ground movable container landscape planters and in the General Fund, General Contractuals account no. 1001-43800-742-530660.

This item is for the Business District landscape maintenance (item#1 above) only which is proposed to be \$55,000.00 from the above budget account. The installation of plants and their maintenance in above ground movable container landscape planters 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 the funds coming from the above budget line item.

In addition, the FY2019 budget provides a total of \$50,000.00 for various landscape improvements and plant materials replacement in the Capital Improvement Fund, Landscape Improvement account no. 3095-43780-101-570963. The Capital Improvement funds will be distributed between two landscape contracts, Business District Landscape Maintenance in the amount of \$25,000.00 (referred to in this agenda item) and Regular Landscaping (referred to in another agenda item).

The proposed not to exceed amount of this contract is \$55,000.00 from the General fund and \$25,000.00 from

the Capital Improvement fund for a total of \$80,000.00.

### **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.

McAdam Landscaping Inc. was the low responsive bidder for this contract in 2017. They have completed this work for the Village in the past and most recently for DTOP. 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.

In the past, business district maintenance was included as part of the Village “Regular Landscape Maintenance” contract. With the landscaping contracts due for bidding in 2017 a decision was made to pull the Business Districts into their own landscape maintenance services contract. This allows the Village to be increase the level of service and expectations in those business districts.

Work begins with a cleanup of the sites in March with monthly maintenance to follow until November 30th. Monthly maintenance work included in this contract includes: in ground planter bed maintenance, weeding, litter pick-up, tree pit and sidewalk weeding and a fall clean up.

The additional landscape improvements funded by the Capital Improvement fund includes plant replacement where they are past their useful service life.

### **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.