



Agenda Item Summary

File #: RES 20-032, **Version:** 1

Submitted By

John P. Wielebnicki, Public Works Director

Reviewed By

LKS

Agenda Item Title

A Resolution Approving an Independent Contractor Agreement with Christy Webber & Company for Village Wide Container Seasonal Display and Maintenance Services in 2020 in an Amount not to Exceed \$120,000.00 and Authorizing its Execution

Overview

In October of 2019 the Village requested bids for three separate landscaping contracts under a Comprehensive Landscaping Bid. One of the contracts, the Container Seasonal Display and Maintenance services for 2020, is proposed to be awarded to the low responsive bidder Christy Webber & Company, of Chicago, IL.

Recommendation

Approve the Resolution.

Fiscal Impact

The Fiscal Year 2020 Public Works Forestry, General Fund Budget, General Contractuals account no. 1001-43800-742-530660 provides a total of \$200,000.00 for two landscaping contracts: 1) Business District Landscape Maintenance (\$80,000.00) and 2) Container Seasonal Display and Maintenance (\$120,000.00).

This item is for the Container Seasonal Display and Maintenance services which as noted is proposed not to exceed \$120,000.00.

Background

This work is for the installation of plants and their maintenance in above ground movable container landscape planters located throughout various business districts.

The work associated with this contract will not start until May, but Staff requests that the agreement be approved now as the Contractor needs to secure plant material to grow for the upcoming installation.

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 Fiscal Year 2019.

Christy Webber & Company is the low responsive bidder for this contract. They have completed this work for the Village in the past (2011 - 2013). They are a quality contractor who provides excellent service.

The following is the proposed contract amount for this project:

- Base Installation and Maintenance: \$66,939.15
(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 800 Hours of watering at \$40.00 per hour: \$32,000.00
- Plant design changes, additions, replacements or other required work: \$21,060.85

Total not to exceed amount for this contract is proposed to be \$120,000.00
(Base \$66,939.15 + Watering \$28,000.00 + other required work \$21,060.85)

This agreement would include the possibility of two optional one year renewals.

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

N/A.

Intergovernmental Cooperation Opportunities

To date, no local intergovernmental programs have been established to jointly bid out this work.