



## Agenda Item Summary

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### **Submitted By**

John P. Wielebnicki, Public Works Director

### **Reviewed By**

LKS

### **Agenda Item Title**

**A Resolution Approving an Independent Contractor Agreement with McAdam Landscaping, Incorporated for Village Wide Business Landscape Maintenance Services in 2020 in an Amount not to Exceed \$75,000.00 and Authorizing its Execution**

### **Overview**

This agenda item is for the Business District Landscape Maintenance program for 2020 and is proposed to be awarded to the low responsive bidder, McAdam Landscaping, Incorporated, of Forest Park, IL. The Village maintains the landscaping in multiple business districts across the Village.

### **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 Business District landscape maintenance only. This represents \$50,000.00 from the above budget account.

In addition, the Fiscal Year 2020 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 \$50,000.00 from the General fund and \$25,000.00 from the Capital Improvement fund for a total of \$75,000.00.

### **Background**

In October of 2019 Village staff requested bids for three separate landscaping contracts under a "Comprehensive Landscaping Bid". This included (1) Business District Landscaping, (2) Regular Landscaping

and (3) Seasonal Planters.

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.

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.

McAdam Landscaping Incorporated is the low responsive bidder for this contract. They have completed this work for the Village in the past (2017-2019). They are a quality contractor who provides excellent service.

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. In 2019 the Village board approved a second renewal of the contract with a not to exceed amount of \$80,000.00.

The scope of work has not changed in 2020, but McAdam Landscape Incorporated reduced their bid price from their bid price by approximately \$10,000.00 in 2020.

### **Citizen Advisory Commission Action**

N/A.

### **Anticipated Future Actions/Commitments**

It is anticipated that this work will continue to be performed by contractors thus requiring Village Board approval.

### **Intergovernmental Cooperation Opportunities**

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