



## Agenda Item Summary

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**File #:** RES 23-49, **Version:** 1

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### **Submitted By**

Rob Sproule, Public Works Director

### **Reviewed By**

A.M. Zayyad

### **Agenda Item Title**

**A Resolution Approving an Independent Contractor Agreement with CityEscape Garden & Design LLC for Village Wide Landscape Maintenance Services in an Amount Not to Exceed \$208,000.00 for a One-Year Term with an Option to Renew for Two Additional One-Year Terms and Authorizing its Execution**

### **Overview**

In October of 2022 Village staff requested bids for two separate landscaping contracts under a "Comprehensive Landscaping Bid". Both of the contracts, Regular Landscape Maintenance and Business District Landscape Maintenance programs for 2023 are proposed to be combined and awarded to the low responsive bidder for both, CityEscape Garden & Design LLC.

### **Recommendation**

Adopt the Resolution.

### **Background**

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

These contracts were bid in October 2022. New contracts include language requiring the use of battery-powered leaf blowers, string trimmers, and other handheld landscape equipment.

The Landscape maintenance work begins with a cleanup of the sites in March with monthly maintenance to follow until November 30th. Maintenance includes mowing/trimming, fertilization, weed control, and shrub maintenance in turf areas and planter bed areas litter pick-up, tree pit and sidewalk weeding, and a fall clean-up. Work also includes restoring private property landscape violations as determined by the Development Customer Services Department and various fence repairs of planter bed areas.

In 2023 work will also include improving various landscape areas that need replacement due to age. Areas identified to be improved include various locations in the business districts, the medians along the east end of Jackson Blvd, and the Harlem and I-290 planter beds. Funds for this work come from the Regular Landscape Maintenance and Capital Improvements Fund. Landscape improvements include adding plants that include

native materials and support pollinator insects.

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

This agreement includes the possibility of two optional one-year renewals

#### **Fiscal Impact**

The Fiscal Year 2023 Budget, General Fund, External Support account no. 1001-43800-101-530667 provides a total of \$290,000.00 for Landscape Maintenance and \$5,000.00 for Private Property Landscape Violation Repairs. Two other agenda items will address the remaining budgeted landscape maintenance funds for the seasonal container program (\$111,000.00) and the landscape maintenance in the downtown Oak Park business district (\$35,626.00).

In addition, the Fiscal Year 2023 budget provides a total of \$60,000.00 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 evenly split between projects in Regular and Business District landscape areas.

The proposed not to exceed amount of this contract is \$148,000.00 from the General fund and \$60,000.00 from the Capital Improvement fund for a total of \$208,000.00.

#### **DEI Impact**

N/A.

#### **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**

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

#### **Intergovernmental Cooperation Opportunities**

N/A.