



Legislation Details (With Text)

**File #:** 23-0360      **Version:** 1

**Type:** BID, RFP, RFQ, COOP, SOLE SOURCE, OPTION YEAR      **Status:** Passed

**File created:** 3/20/2023      **In control:** City Council

**On agenda:** 4/5/2023      **Final action:** 4/5/2023

**Title:** Approve the award of Bid 23-042, Landscape, Maintenance, Mowing and Herbicide Services, to Local Lawn Care & Landscaping, Ramiro Guzman Landscaping, Inc. and Groundworks Land Design for an amount not to exceed \$1,552,894, and for a two-year term

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
4/5/2023	1	City Council	approved	Pass

**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Bid 23-042, Landscape, Maintenance, Mowing and Herbicide Services, to Local Lawn Care & Landscaping, Ramiro Guzman Landscaping, Inc. and Groundworks Land Design for an amount not to exceed \$1,552,894, and for a two-year term

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The Department of Public Works (DPW) is responsible for landscape maintenance and mowing and herbicide of 175 City-owned sites totaling more than 500 acres. In addition to mowing the sites, the City has intergovernmental agreements with DuPage County and the Illinois Department of Transportation to mow along certain state and county rights-of-way. The agreement with DuPage County provides for the City to mow county-owned properties and for the county to reimburse the City for these services. State of Illinois agreements do not provide for reimbursement.

In March 2023, DPW issued Bid 23-042, Landscape Maintenance, Mowing and Herbicide Services. The contractors are required to provide basic mowing and herbicide services required for medians, rights-of-ways and parking lots to higher level landscaping necessary for City buildings such as the Municipal Center. The contract was divided into eight quadrants/sites with a mowing schedule of 30 times per year, weather permitting.

1. Group 1 - City Quadrant I - NW part of the City
2. Group 2 - City Quadrant II - NE part of the City
3. Group 3 - City Quadrant III - SW part of the City
4. Group 4 - City Quadrant IV - SE part of the City
5. Group 5 - CBD/Municipal Center/4<sup>th</sup> Ave commuter station - Central part of the City
6. Group 6 - Police Department/Lakewalk/Electric Service Center Campus
7. Group 7 - Springbrook Campus - Reclamation Plant, Elevated Tank, Substation, and DPW's "Compost" storage
8. Group 8 - 75<sup>th</sup> Street Medians and Right-of-Way (For DuPage County)

**DISCUSSION:**

Advertisement Date: 3/8/2023 Notices Sent: 338  
 Opening Date: 3/20/2023 Planholders: 20  
 Proposals Received: 3

Bids were received from the following vendors: 3

Vendor Name
Groundworks Land Design
Local Lawn Care & Landscaping
Ramiro Guzman Landscaping, Inc

The bid was structured to allow for multiple awards based on the lowest total base bid for each geographical location. Awarding to multiple vendors allows the City to have more resources to effectively manage landscape maintenance issues throughout the season. The following table shows the annual costs by geographical area:

Location	Groundworks Land Design	Local Lawn Care	Ramiro Guzman Landscaping
Quadrant I	<b>\$118,752</b>	\$215,772	\$151,540
Quadrant II	\$96,801	\$201,010	<b>\$88,635</b>
Quadrant III	<b>\$124,803</b>	\$256,905	No Bid
Quadrant IV	<b>\$67,857</b>	\$131,430	No Bid
CBD/Municipal Center/Commuter Station	<b>\$31,880</b>	\$53,940	No Bid
Police Department / Lake Walk/Electric	\$64,180	\$122,130	<b>\$61,500</b>
Springbrook Campus	\$164,430	<b>\$162,360</b>	\$165,140
75th Street Medians	\$65,100	\$96,100	<b>\$48,600</b>

Per the bid document, if a bidder is the low bidder in more than one geographical area, the City would evaluate its capacity to perform the work in multiple geographical areas and award a geographical area to the second lowest responsive, if it is determined the low bidder does not have the capacity to perform the work in multiple areas.

Groundworks Land Design was the low bidder for four of the eight geographical areas. Following the

bid opening, City staff spoke with Groundworks to discuss the scope of services to ensure they had enough manpower and equipment to perform all required work in each geographical area. Following the discussion, Groundworks Land Design indicated they would not have the necessary resources to successfully manage all work and requested that the CBD/Municipal Center/Commuter Station area be given to the next low bidder. As a result, Groundworks Land Design will be awarded Quadrants I, III, and IV. Local Lawn Care will be awarded CBD/Municipal Center/Commuter stations. Ramiro Guzman Landscaping will be awarded Quadrant II, Police Department/Lake Walk/Electric, and the 75<sup>th</sup> Street medians.

The table below shows the recommended base award for each geographical area:

Location	Groundworks Land Design	Local Lawn Care	Ramiro Guzman Landscaping
Quadrant I	\$118,752		
Quadrant II			\$88,635
Quadrant III	\$124,803		
Quadrant IV	\$67,857		
CBD/Municipal Center/Commuter Station		\$53,940	
Police Department / Lake Walk/Electric			\$61,500
Springbrook Campus		\$162,360	
75th Street Medians			\$48,600
<b>Total Award Amount</b>	<b>\$311,412</b>	<b>\$216,300</b>	<b>\$198,735</b>

The City’s total annual cost is \$726,447. In addition to the base bids, the City also asked bidders to provide pricing for optional additional work, in case conditions warrant additional services, such as new sites, mulch and extra work. Based on pricing received by the vendors, DPW requests an annual allowance of \$50,000 to cover optional costs. The allowances will only be used if needed.

The bid prices were based on work for one year. The table below provides a total cost breakdown for the City over the two-year contract period.

Annual Base Cost	\$726,447
Extra Work Allowance	\$50,000
Annual Award Amount	\$776,447
Two Year Award Amount	\$1,552,894

The term of the contract is two years from April 1, 2023 through December 31, 2024 with consideration for three additional one-year options to extend.

**FISCAL IMPACT:**

CIP: N/A

Landscape maintenance, mowing and herbicide is expensed to the operational service accounts

below. A total of \$635,080 is budgeted for landscape, mowing and herbicide services in 2023. The remainder of the award will be budgeted appropriately in 2024. The requested annual award of \$776,447 exceeds the budgeted amount for this service. Staff will manage the overage by allocating savings from other programs or modifying other programs to accommodate this service.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
31101100-531308	General Fund	\$926,550
31101200-531308	Commuter Parking Fund	\$31,900
31101300-531308	Electric Utility Fund	\$47,300
31101500-531308	Water Utilities Fund	\$110,100
31104100-531308	Test Track Fund	\$14,680
31104300-531308	SSA #26 Fund	\$102,300