



Legislation Details (With Text)

**File #:** 23-1425      **Version:** 1

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

**File created:** 12/5/2023      **In control:** City Council

**On agenda:** 12/19/2023      **Final action:**

**Title:** Approve the award of Option Year Two to Contract 19-258, Landscape Design and Planting, to Christy Webber and Company for an amount not to exceed \$283,100 and for a two-year term

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
12/19/2023	1	City Council	approved	Pass

**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Option Year Two to Contract 19-258, Landscape Design and Planting, to Christy Webber and Company for an amount not to exceed \$283,100 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 the design, landscape bed preparation, and planting of annual flowers for the Central Business District (CBD), Naperville Metra Train Station, and Municipal Center. There are 86 planting beds and 57 planters in the CBD. Additionally, there are 24 hanging baskets on the Washington Street underpass, five large round planters and two rectangle planters at the Naperville Metra Train Station, and four planting locations at the Municipal Center.

The City Council awarded Contract 19-258, Landscape Design and Planting to Christy Webber and Company on February 4, 2020 for a two-year term with four, two-year options to extend. The City Council approved Change Order #1 on May 18, 2021 for the purchase and installation of planters and flowers for the outdoor dining areas downtown. The City Council awarded option year 1 on December 21, 2021.

**DISCUSSION:**

During the first option year of the contract, Christy Webber and Company successfully designed and installed flowers at the Municipal Center, downtown, and the train station. Christy Webber also

provided planters and flowers for the outdoor dining areas downtown.

Based on the vendor's performance, DPW recommends extending the contract for the second option year. Christy Webber and Company has agreed to maintain the rates and terms provided under the contract. In 2024, the planters in the section of downtown that will be under construction will be moved to other locations.

The term of the second, two-year option is January 1, 2024 to December 31, 2025, with two, two-year options remaining on the agreement.

**FISCAL IMPACT:**

CIP #: N/A

Landscape design and planting is expensed to the operational service accounts listed below. A total of \$141,550 has been budgeted for landscape design and planting in 2024. The requested award of \$283,100 for two years is within the budgeted amount for this expense.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
31101100-531308	General Fund	\$1,151,500
31104300-531308	Downtown Maintenance Fund	\$156,300
31101200-531308	Commuter Parking Fund	\$58,750