



Agenda Cover Memorandum

Meeting Date: March 20, 2017

Meeting Type: Committee of the Whole City Council Budget Workshop

Item Title: Approve the contract to provide tree maintenance services to Acres Group of Wauconda, Illinois in the amount of \$715,750.00

Item Type: Transfer Budget Amendment Purchase Order Other

Action Requested: Approval For Discussion Feedback Requested For Your Information

Staff Contact: Brandon Naser, City Forester Ph:(847) 318-5231 Email: bnaser@parkridge.us

Background:

The City issued an Invitation to Bid on February 16, 2017 for Tree Maintenance Service in accordance with specifications in PW-FY17-23, for a qualified firm to perform ad-hoc and planned annual tree maintenance for a three (3) year term via a Pioneer Press advertisement and the City web site. Twenty-six (26) firms registered via the City web site. Seven (7) were received* by the bid opening on March 7, 2017. This contract includes cyclical trimming, emergency storm damage work, and time and material work.

*The Clean Cut Tree Service bid proposal was not opened and read at the bid opening as an overnight delivery service attempted early morning delivery to City Hall and then delivered it the Police Department at the rear of the City Hall building. Since the Clean Cut Tree Service bid proposal was under the control of the City at the time of the bid opening, the Clean Cut Service bid proposal was allowed to be evaluated in this bid event.

Staff has used Acres Group in the past for planting and has been satisfied with their performance. Their references were satisfactory for tree maintenance. Staff recommends that the contract be awarded to the lowest responsive and responsible bidder: Acres Group of Wauconda, Illinois in the amount of \$715,750.00.

This item was presented as an Action Item at the Committee of the Whole on March 13, 2017, at which time the Committee approved the motion on a voice vote of 6/0.

Vendor and Transaction History:

Vendor Status: Current New

Is Purchase Order Request supported by existing contract: Yes No If Yes, date:

Is this an Annual Recurring Purchase Order: Yes No

Bid Process Used: N/A Price Quotes Bid RFP

Have Goods been received or Statement of Work completed: N/A Yes No

If Overage, approved by Department: Yes No Details:

Recommendation:

Approve the contract to provide tree maintenance services to Acres Group of Wauconda, Illinois in the amount of \$715,750.00.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost: \$715,750.00

If Yes, is this a Budgeted Item: Yes No Requires Budget Amendment

If Budgeted, Budget Code (Fund, Dept, Object) 100 3071 940200, 100 3071 940202

Attachment:

- Scorecard

**TREE MAINTENANCE SERVICE PW-FY17-23
SCORECARD BID TABULATION**



	Acres Group 610 W. Liberty St. Wauconda, IL 60084	Lucas Landscaping and Design Box 1428 Arlington Heights, IL 60006	Steve Piper and Sons 31W320 Ramm Dr Naperville, IL 60564	Trees "R" Us, Inc. Box 6014 Wauconda, IL 60084	Winkler's Tree & Landscaping, Inc. P.O. Box 1154 LaGrange Park, IL 60526	Clean Cut Tree Service 31064 N IL Route 83 Grayslake, IL 60030	Nature's Trees, Inc. dba SavATree 550 Bedford Road Bedford Hills, NY 10507
CRITERIA							
General Firm Qualifications, including References*	10	10	10	10	10	10	10
Annual Cost	90	80	74	68	61	55	51
	100	90	84	78	71	65	61

*If a bid does not meet acceptable standards due to lack of adherence to specification, reference check failure, etc., the bid would be deemed non-responsive.

ANNUAL COST (WTD AGAINST LOWEST BIDDER)

		Acres Group 610 W. Liberty St. Wauconda, IL 60084	Lucas Landscaping and Design Box 1428 Arlington Heights, IL 60006	Steve Piper and Sons 31W320 Ramm Dr Naperville, IL 60564	Trees "R" Us, Inc. Box 6014 Wauconda, IL 60084	Winkler's Tree & Landscaping, Inc. P.O. Box 1154 LaGrange Park, IL 60526	Clean Cut Tree Service 31064 N IL Route 83 Grayslake, IL 60030	Nature's Trees, Inc. dba SavATree 550 Bedford Road Bedford Hills, NY 10507
2017-2018	Tree Trimming (Cycle)	\$107,000.00	\$88,850.00	\$103,125.50	\$148,290.00	\$165,600.00	\$153,700.00	\$222,300.00
	Time and Material	\$121,500.00	<i>\$171,000.00</i>	\$174,316.67	\$153,000.00	<i>\$167,750.00</i>	<i>\$223,850.00</i>	<i>\$173,900.00</i>
	Est. Annual Price	\$228,500.00	\$259,850.00	\$277,442.17	\$301,290.00	\$333,350.00	\$377,550.00	\$396,200.00
2018-2019	Tree Trimming (Cycle)	\$107,000.00	\$88,000.00	\$104,382.50	\$149,000.00	\$166,930.00	\$155,050.00	\$222,950.00
	Time and Material	\$121,500.00	<i>\$171,000.00</i>	\$174,316.67	\$153,000.00	<i>\$167,750.00</i>	<i>\$223,850.00</i>	<i>\$173,900.00</i>
	Est. Annual Price	\$228,500.00	\$259,000.00	\$278,699.17	\$302,000.00	\$334,680.00	\$378,900.00	\$396,850.00
2019-2020	Tree Trimming (Cycle)	\$137,250.00	\$117,700.00	\$134,297.50	\$194,750.00	\$222,700.00	\$198,850.00	\$285,200.00
	Time and Material	\$121,500.00	<i>\$171,000.00</i>	\$174,316.66	\$153,000.00	<i>\$167,750.00</i>	<i>\$223,850.00</i>	<i>\$173,900.00</i>
	Est. Annual Price	\$258,750.00	\$288,700.00	\$308,614.16	\$347,750.00	\$390,450.00	\$422,700.00	\$459,100.00
	GRAND TOTAL 2017-2020	\$715,750.00	\$807,550.00	\$864,755.50	\$951,040.00	\$1,058,480.00	\$1,179,150.00	\$1,252,150.00
	Wtd Percentage	100%	89%	83%	75%	68%	61%	57%
	Points Awarded	90	80	74	68	61	55	51

NOTES
Four firms (Lucas Landscape Design, SavATree, Winkler's and Clean Cut Tree Service) provided a price for a single year for Time and Material work. Their prices were adjusted to reflect two additional years for Time and Material work.

The Clean Cut Tree Service bid proposal was not opened and read at the bid opening. An overnight delivery service attempted early a.m. delivery to City Hall and then delivered it the Police Department at the rear of the City Hall building. Since the Clean Cut Tree Service bid proposal was under the control of the City at the time of the bid opening, the Clean Cut Service bid proposal was evaluated in this bid event.