

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 6.o

Title:

Recommendation to Award the Bid for On-Call
Landscaping Restorations

Presenter:

Tim Wilson

Meeting: Government Services Committee

Date: April 23, 2018

Proposed Cost: \$30,000

Budgeted Amount: \$30,000

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

The City of St. Charles Water and Wastewater Utilities are seeking a contractor to perform landscape restoration work for FY 2018/2019. Restoration work would follow any underground utility repair made by City crews or other construction activities associated with the work of the Environmental Services Division. The work typically includes seed, sod and black dirt restoration. All work will be contracted on a per unit basis.

The City received five bids for On-Call Landscape Restoration on April 3, 2018. TNT Landscape Construction Inc. submitted the lowest responsible unit cost bid and meets all the requirements of the City. One bid was rejected due to the bidder not including all the required documents in their bid.

The bid was based on typical types of restoration per unit cost. The Water and Wastewater Divisions spend approximately \$20,000 to \$30,000 annually on restoration repairs.

Attachments *(please list):*

* Bid Tabulation * TNT Landscape Construction Inc. Bid

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award Unit Cost Bid to TNT Landscape Construction Inc. for a one year period beginning May 1, 2017 through April 30, 2018 for a not to exceed amount of \$30,000.

Bid Tab for Environmental Services On-Call Landscaping Restoration
Bid Opening-04/03/2018 8:30 AM

Year- 5/1/2018 – 4/30/2019

Bidders -
Americana
Landscaping Group
Inc

TNT Landscape
Construction Inc

847 S. Randall Road
Ste 334 Elgin, IL 60123

Pedersen Company

6N543 IL Rt 25; St
Charles, IL 60174

Uno Mass
Landscaping

B & L Landscaping
Contractors LLC

25 S 13th Ave St
Charles, IL 60174

P.O. Box 63 , Elgin IL

Item Letter	Item Description	Unit	Unit Price	Unit	Unit Price	Unit	Unit Price	Unit	Unit Price	Unit	Unit Price
A	Final Shaping, Trimming and Finishing	Included in Item B		Included in Item B		Included in Item B		Included in Item B		Included in Item B	
B	Topsoil / Composting Furnish and Placement										
	2" Thickness	Sq. Yd.		Sq. Yd.	4.05	Sq. Yd.	6	Sq. Yd.	14	Sq. Yd.	19.4
	4" Thickness	Sq. Yd.		Sq. Yd.	5.5	Sq. Yd.	8	Sq. Yd.	28	Sq. Yd.	22.73
	6" Thickness	Sq. Yd.		Sq. Yd.	8.25	Sq. Yd.	10	Sq. Yd.	42	Sq. Yd.	26.06
C	Landscaping (Sod Placement)	Sq. Yd.		Sq. Yd.	15.75	Sq. Yd.	9.5	Sq. Yd.	17	Sq. Yd.	22
D	Landscaping (Seed Placement)										
	IDOT Seed Class 1	Lb.		Lb.	4.95	Lb.	12	Lb.	12	Lb.	17.32
	IDOT Seed Class 2	Lb.		Lb.	5.95	Lb.	12	Lb.	10	Lb.	17.1
	IDOT Seed Class 3	Lb.		Lb.	16.65	Lb.	14	Lb.	30	Lb.	20.02
	IDOT Seed Class 4	Lb.		Lb.	20	Lb.	15	Lb.	23	Lb.	16.76
	IDOT Seed Class 5	Lb.		Lb.	25	Lb.	18	Lb.	650	Lb.	27.35
	Fertilizer	Lb.		Lb.	0.72	Lb.	0.8	Lb.	0.7	Lb.	8.01
E	Mulch (Erosion Control)										
	Mulching	Lb.		Lb.	2.07	Lb.	2	Lb.	2	Lb.	4
	Erosion Control Blanket	Sq. Yd.		Sq. Yd.	1.71	Sq. Yd.	1.8	Sq. Yd.	1.35	Sq. Yd.	2.35
	Turf Reinforcement Mat	Sq. Yd.		Sq. Yd.	2.43	Sq. Yd.	6	Sq. Yd.	3.15	Sq. Yd.	8.9
G	Watering	Hr.		Hr.	105	Hr.	110	Hr.	100	Hr.	110

Incomplete Bid Packet

TNT
Landscape
Construction
Inc.

Elgin, IL

CITY OF ST. CHARLES, ILLINOIS



ST. CHARLES
S I N C E 1 8 3 4

Request for Bids:

**Environmental Services On-Call Landscaping
Restorations**

8:30 am April 3, 2018

Environmental Services On-Call Landscaping Restorations

General:

St. Charles Public Works Department is seeking a contractor to perform on-call landscaping restoration to the City's throughout the duration of the 2018/2019 fiscal year. The work will be completed between May 1, 2018 and ending on April 30, 2019. All work will be contracted on a unit basis.

Bids for Landscaping Services, as described in the accompanying technical scope, shall be received before **8:30 a.m., Tuesday, April 3, 2018** at the City of St. Charles City Hall, 2 East Main Street, St. Charles, IL 60174, Council Chambers, Attention: Purchasing Manager. Proposals will be read aloud at this time. Any proposal received subsequent to the time specified will be promptly returned to the Contractor unopened.

Proposals shall be in a sealed envelope labeled with "Sealed Bid – On-Call Landscaping Services".

Any questions shall be submitted to Tim Wilson via e-mail to the following e-mail addresses:

twilson@stcharlesil.gov

Upon receipt of questions prior to **March 30, 2018**, the Contractor shall receive a reply e-mail acknowledging the receipt of the question. Response to the question shall be as soon as practical. Should the question result in a clarification that requires addenda, such addenda will be issued via website update as soon as practical.

Questions submitted after **3PM, March 30, 2018** shall not be acknowledged or answered. Contractors shall take all necessary steps to propose questions prior to **March 30th**.

City reserves the right to extend the due date. Should an extension be necessary, communication of such shall be e-mailed to all registered Contractors.

I. **Scope:** The work shall be performed throughout the City. In areas identified by city staff, and assigned to the landscaping contractor on work order basis. All work performed shall be in compliance with the IDOT design and inspection an excerpt of which is provided herein these specifications. Once the contractor has been notified with a work request from the City; the contractor will be require to responded to the city within five business days with an expected completion schedule.

A. *Final Shaping, Trimming, and Finishing*

The Contractor will be required to remove any excess material onsite to properly install top soil, seed, sodding and maintain proper property drainage. Removed

materials can be dumped at the city public works yard with proper coordination with city staff. Limits of removal of soils are detailed in Topsoil and Composting Section. Final Shaping, Trimming and Finishing shall follow IDOT Specification 212, basis of payment all cost should be included in Topsoil and Composting.

B. *Topsoil/Compost Furnish and Placement*

The Contractor will be required to supply all top soil materials. Installation will be required to follow IDOT specifications 211. The contractor will be limited a standard two foot boundary around the disturbed area for proper blending of ground elevation. If it is determined by the contractor additional removal is required to maintain proper property drainage, future maintenance and appearance. The contractor will be responsible for receiving city approvals prior to additional removal. Basis of payment will be thickness specified and per square yard.

C. *Landscaping (Sod Placement):*

The Contractor will establish a finish grade in the area, top-dress with topsoil, cut-in edges to match existing grade for sod placement. Fertilize application and sod installation will follow IDOT Specification 252 and basis of payment will be per square yard.

D. *Landscaping (Seed Placement):*

The Contractor will prepare the seed bed, fertilize, place, select seed and other material required. Seed placement will follow IDOT Specification 250 and basis of payment will be per pound for both seed and fertilizer

E. *Mulch (Erosion Control):*

The Contractor will be required to provide erosion control when applying seed. Erosion Control Blanket and/or Turf Reinforcement Mat will be required on all seeding applications. Mulching application will be allowed for small spot repairs. Proper placement and use will follow IDOT Specification 280 and basis of payment for blankets and turf reinforcement will be per square yard. Mulching application basis of payment will be per pounds.

F. *Additional Landscaping:*

Some restorations sites will require addition tree, annual and bulb plantings. These costs are site specific and will not be a requirement of this bid. The contractor will provide the city with an additional cost estimate for these plantings per site. Included in the additional pricing the contractor will include labor and material cost for the site additions.

G. *Watering:*

Watering will typical be required by the property owner or the City. But the contractor may be asked to provide some supplemental watering. The basis of payment will be an hourly rate. All water would be pulled from a city supply.

H. Labor, Equipment and Administration:

The contractor will include all cost of labor, equipment and administration in the unit prices provided above.

II. **General Conditions:** Contractor should have experience and provide three references with restoration landscaping work. The work schedule shall be coordinated by the City and the successful bidder. All work shall be completed and invoiced by April 30 of each contract year.

The Contractor may not start work before 7:00 AM weekdays, and must be completed for the day by 5:00 PM weekdays. Additional hours must be approved 24-hours in advance to coordinate inspection. Note that the contractor may be restricted with respect to work hours each day depending on special events in the area and weather. Weekend hours must be approved by the City in advanced, and generally will not be permitted.

Once the work starts on a site, the City expects within reason the work to proceed without delay to completion.

The Contractor shall provide a Safety Officer contact for the City Inspector to address any safety related concerns that arise on the job. The Safety Officer shall have the ability to respond and address the concern in a timely fashion.

The City Public Works facility, upon request, can be used for a job show up location. Utility trucks and private cars can be parked within our fenced in yard. The City reserves the right to revoke this privilege. The yard is open weekdays from 6:00 AM to 5:00 PM and is locked at all other times.

Contractor is required to abide by the Illinois Prevailing Wage Act and must submit certified payroll records with all pay requests. Pay request without certified payroll will not be processed by the City Accounts Payable Dept.

III. Technical Specifications & Requirements

A: Design Requirements: Illinois Department of Transportation; Standard Specification for Road and Bridge Construction Adopted April 1, 2016

1. IDOT Standard Section 212 – Final Shaping, Trimming, and Finishing
2. IDOT Standard Section 211 – Topsoil and Compost
3. IDOT Standard Section 252 – Sodding
4. IDOT Standard Section 250 – Seeding
5. IDOT Standard Section 251 – Mulching

B: Materials: All Materials must meet listed standards in Section A Design requirement.

IV. **Traffic Control:** The Contractor is responsible for all traffic control and protection. Work in Right-of-Way requires traffic control and protection measures that meet IDOT standards for such. A City inspector will be making spot checks and any deficiencies must be addressed immediately. The City will secure an IDOT permit for any work on state roadways; however, the Contractor is responsible for reviewing the jobsite and quantifying the need for flaggers.

V. **Customer Service & Private Property:** Respect for resident and business property is very important. Where specialized equipment could be utilized to minimize private property damage, Contractor should consider such. Contractor shall make the City aware of any work on private property that may damage trees, landscaping, fences, sheds, or other property prior to starting work. Any abnormal damage, as deemed by the City Inspector, shall be the responsibility of the Contractor, without any additional payment by the City. The amount of forecast damage identified by the Contractor and communicated to/approved by the City, requiring advanced restoration, shall be added to the evaluated price. To the extent that private property damage can be minimized, it is in the Contractor's best interest. Any driveways or sidewalks in the construction zone should be photographed by the Contractor prior to work starting to defend against resident claims that Contractor work cracked or damaged such. Contractor shall be responsible for defending and satisfying any claims for driveway or sidewalk damage. Pending resident claims against the Contractor could delay final invoice processing.

Bid Pricing Request

This contract is a unit base the City should not be charge for any additional work related to the price structures provided. Mobilization, labor, equipment and overhead should be included in the unit cost. Annual the city spends on average about \$20,000 - \$30,000 in landscaping restoration.

Unit cost for May 1, 2018 – April 30, 2019 –

Item Letter	Items	Unit	Unit Price
A	Final Shaping, Trimming and Finishing		Included in Item B
B	Topsoil / Composting Furnish and Placement		
	2" Thickness	Sq. Yd.	4.05
	4" Thickness	Sq. Yd.	5.50
	6" Thickness	Sq. Yd.	8.25
C	Landscaping (Sod Placement)	Sq. Yd.	15.75
D	Landscaping (Seed Placement)		
	IDOT Seed Class 1	Lb.	4.95
	IDOT Seed Class 2	Lb.	5.95
	IDOT Seed Class 3	Lb.	16.55
	IDOT Seed Class 4	Lb.	20.00
	IDOT Seed Class 5	Lb.	25.00
	Fertilizer	Lb.	0.72
E	Mulch (Erosion Control)		
	Mulching	Lb.	2.07
	Erosion Control Blanket	Sq. Yd.	1.71
	Turf Reinforcement Mat	Sq. Yd.	2.43
G	Watering	Hr.	105.00

Additional Clarifications – Award Criteria

All bid received in accordance with this request will be evaluated based on the criteria established by the City which may include but not be limited to bid price, quality, experience of the bidder, responsiveness of the bidder, adaptability of the particular material and equipment for the specific intended use and conformity to bid specification. The City reserves the right to reject any and or all bids for any reason, whether or not the bid is lowest and to waive any irregularities or technicalities in any bid. The contract, if awarded, will be awarded to the bidder whose bid is determined to be in the best interest of the City. Once delivered, all bid are irrevocable for a period of 30 days from the deadline.

To assist in the bid selection the following are two typical restoration projects required by the city. Unit pricing submitted by the contractor above is required to be used in the following job pricing. Pricing provided will be what is read aloud at bid opening. Final bid award will take into consideration all unit cost provided by the bidder.

A. Total Cost Sod Restoration -

Item Letter	Items	Unit	Unit Price	Measurement in Square Feet		
				250	500	1000
A	Final Shaping, Trimming and Finishing			Included in Item B		
B	Topsoil / Composting Furnish and Placement					
	2" Thickness	Sq. Yd.	4.05	112.50	225.00	450.00
C	Landscaping (Sod Placement)	Sq. Yd.	15.75	440.00	875.00	1750.00
TOTAL-				552.50	1100.00	2200.00

B. Total Cost Seed Restoration -

Item Letter	Items	Unit	Unit Price	Measurement in Square Feet		
				250	500	1000
A	Final Shaping, Trimming and Finishing			Included in Item B		
B	Topsoil / Composting Furnish and Placement					
	2" Thickness	Sq. Yd.	4.05	112.50	225.00	450.00
D	Landscaping (Seed Placement)					
	IDOT Seed Class 1	Lb.	4.95	132.50	275.00	550.00
	Fertilizer	Lb.	0.72	20.00	40.00	80.00
E	Mulch (Erosion Control)					
	Mulching	Lb.	2.07	57.50	115.00	230.00
	Erosion Control Blanket	Sq. Yd.	1.71	47.50	95.00	190.00
TOTAL-				375.00	750.00	1500.00

Notice of Award

Date: _____, 2018

To:

Project: City of St Charles – FY 18/19 On-Call Landscaping Restoration

The City has considered the bid submitter by you for the above described work in response to its Advertisement for Bids and Information for Bidders.

You are hereby notified that your bid has been accepted for items in the amount of unit prices. (see attached)

You are required by the information for bidders to execute the Agreement and Furnish the required Certificates of Insurance and project schedule with in Fifteen (15) calendar days of this Notice of Award.

You are required to return an acknowledged copy of this Notice of Award to the City

Dated this ____ day of _____, 2018

City of St Charles, Illinois

Timothy Wilson
Public Works Manager
Environmental Services

Acceptance of Notice

Receipt of the above Notice of Award is hereby acknowledged by TAT Landscape Construction Inc.
this the 20 day of 3, 2018

Signature: 

Printed name: Tim Teuber

Title: President

TNT Landscape Construction Inc

847 S. Randall Rd. Ste 334.

Elgin IL 60123

Ph: 847-717-5231

Fx: 847-717-5241

Email: TNTConstructioninc@yahoo.com

REFERENCE FORM A 2018

- 1: City of Des Plaines
Jason Ostrowski
1111 Joseph Schwab Rd
Des Plaines IL 60016
Ph: 847-391-5471
Fx: 847-297-6801
03 years of services \$75,000.00 per year complete and current
Sod and seed restorations, plantings
- 2: Village of Downers Grove
John Tucker
5101 Walnut Ave
Downers Grove, IL 60005
Ph: 630-434-5466
3 years of services of sod restorations \$75,000.00 per year Complete
and Current
- 3: Village of Schaumburg
Martian Stojanovich
713 Plum Grove Road
Schaumburg IL
Ph: 847-895-7100
7 years of services in sod and seed restorations, stumps \$165,000.00 per
year, complete and current
- 4: Village of Lombard
EricHendrickson
255 E. Wilson Ave.
Lombard, IL 60147
Ph: 630-620-5700
4 year of service for sod and seed restoration, stumps \$70,000.00 per year
Complete
- 5: Bloomingdale School District #13
Greg Lyden
164 Fairfield Way
Bloomingdale, IL 60108
Ph: 630-529-6211
14 years of service on lawn maintenance, sod and seed restorations
and snow plowing, tree and shrub plantings, \$100,000.00 per year
Complete and current
- 6: U-46 School District
Joe Creadon
1460 Sheldon Dr.
Elgin IL 60120
Ph: 847-888-5000 Ext: 5091
9 years of services on lawn maintenance and snow plowing
\$200,000.00 per year Complete and current
- 7: John Neri Construction
Nick Neri
770 Factory Drive
Addion IL 60177
630-629-8384
5 years of service on sod and seed restoration and tree plantings
\$250,000.00 per year

**CERTIFICATE OF COMPLIANCE OF
ILLINOIS COMPILED STATUTES, CH. 65, SEC. 11-42.1-1**

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles, Kane and DuPage Counties, Illinois, that TAT Landscape Construction Inc. (bidder) is not currently delinquent in the payment of any tax administered by or owed to the Illinois Department of Revenue, or otherwise in default upon any such tax as defined under Ch. 65, Sec. 11-42.1-1, Illinois Compiled Statutes.

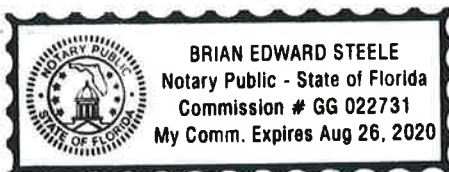
TAT Landscape Construction Inc.
Name of Bidder

By: [Signature]

State of Florida),
County of Pinellas) ss.

Subscribed and sworn to
before me this 29 day
of 3, 2018.

[Signature]
Notary Public



**CERTIFICATE OF NON-DISQUALIFICATION
UNDER ILLINOIS COMPILED STATUTES, CH. 720, SEC. 33E-11**

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles, Kane and DuPage Counties, Illinois, that TEET Landscape Construction Inc.
_____ (Bidder) is not barred from contracting with any unit of State or local government, as a result of a violation of Ch. 720, Sec. 33E-11 of the Illinois Compiled Statutes.

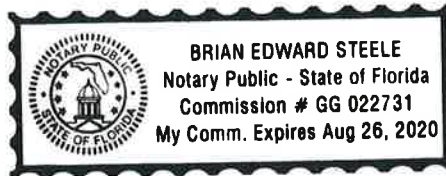
TEET Landscape Construction Inc.
Name of Bidder

By: _____

State of Florida),
County of Pinellas) ss.

Subscribed and sworn to
before me this 29 day
of 3, 2018.

Brian Edward Steele
Notary Public



NOTE TO BIDDER: Anyone who makes a false statement, material to this Certification, commits a Class 3 Felony under Illinois Compiled Statutes, Ch. 720, Sec. 33E-11 (b).

CERTIFICATE OF COMPLIANCE WITH SAFETY STANDARDS

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles, Kane and DuPage Counties, Illinois, that TNT Landscape Construction Inc (Bidder) shall comply with all local, state and federal safety standards.

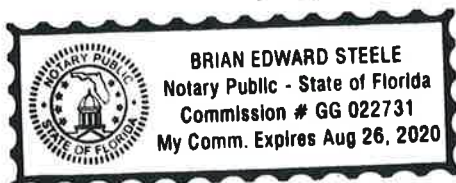
TNT Landscape Construction Inc
Name of Bidder

By: [Signature]

State of Florida,
County of Pine Hills ss.

Subscribed and sworn to
before me this 29 day
of 3, 2017.

[Signature]
Notary Public



**CERTIFICATE OF COMPLIANCE WITH PUBLIC ACT 87-1257
OF THE ILLINOIS HUMAN RIGHTS ACT**

The undersigned, upon being first duly sworn, hereby certifies to the City of St.

Charles, Kane and DuPage Counties, Illinois, that TNT Landscape

Construction Inc. (bidder) complies with the Illinois Human Rights Act as

amended by Section 2-105, Public Act 87-1257 in relation to employment and human rights.

TNT Landscape Construction
Name of Bidder

By: [Signature]

State of Florida,
County of Pinellas ss.

Subscribed and sworn to
before me this 29 day
of 3, 2018.

[Signature]
Notary Public



CERTIFICATE OF COMPLIANCE WITH PREVAILING WAGE RATE ACT

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles, Kane and DuPage Counties, Illinois, that all work under this contract shall comply with the Illinois Prevailing Wage Act, 820 ILCS 130/.01, et. seq, (the "Act") and current City ordinance, to the extent required by law. Contractors shall submit monthly certified payroll records to the City.

TNT Landscape Construction
Name of Contractor

By: [Signature]

State of Florida),
County of Pinellas)^{SS.}

Subscribed and sworn to
before me this 29 day
of 3, 2018.

[Signature]
Notary Public

/cjb
Bidders Section II



CERTIFICATE OF COMPLIANCE WITH SALES TAX FORM

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles, Kane and DuPage Counties, Illinois, that TAT Landscape Construction Inc. (Bidder) shall comply with General Conditions, Paragraph 1.G. and the Illinois Department of Revenue tax exempt form.

TAT Landscape Construction
Name of Bidder

By: [Signature]

State of Florida,
County of Pinellas ss.

Subscribed and sworn to
before me this 29 day
of 3, 2018.

[Signature]
Notary Public

JH:
Bidders Section II

