



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: \*IF

Title:	Recommendation to approve a Resolution to Authorize a Five-Year Contract for Landscape Maintenance Services to Cornerstone Partners Horticultural Services Co. in the amount of \$31,249.68 per year
Presenter:	AJ Reineking

Meeting: City Council                      Date: April 27, 2020

Proposed Cost: \$ 31,249.68              Budgeted Amount: \$ 40,000              Not Budgeted:

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

The Public Works Department recently solicited bids for a five-year contract for the maintenance of the City’s landscape beds and planters. The work includes the maintenance of 35 individual landscaped and planter areas including City buildings, parking lots, rights-of-way, medians, and planter pots from April through October each year. The work will consist of the following:

- Spring cleanup (April)
- Garbage/litter pickup
- Pruning & dead-heading
- Planter bed edge maintenance
- Weed removal
- Mulch turning/raking
- Mulch placement
- Fall cleanup (October)

The bid was publicly posted and advertised and directly sent to nine qualified firms. The City received one response with Cornerstone Horticultural Partners of St. Charles, IL being sole bid received. Cornerstone has performed landscape services for the City in the past and is the City’s current lawn mowing vendor. They have generally met the City’s expectations. Their bid represents a **20% decrease** from the previously awarded bid for FY19/20.

**Attachments** *(please list):*

\*Cornerstone Partners Bid \*Resolution

**Recommendation/Suggested Action** *(briefly explain):*

Recommendation to award the five-year contract for landscape maintenance services to Cornerstone Partners Horticultural Services Co. in the amount of \$31,249.68 per year.

AREA ID	DESCRIPTION	Unit Price (Per Instance)	ANTICIPATED UNITS*	EXTENDED PRICE**
1A	City Hall South Checkerboard Lot	\$31.92	16	\$ 510.72
1B	City Hall North Lot	\$306.50	16	\$ 4,904.00
2	Police Station Lot/Freedom Shrine	\$213.87	16	\$ 3,421.92
3	Century Station (Fire Station 1)	\$24.98	16	\$ 399.68
4	First Street Plaza/Smallcakes Beds	\$2.32	16	\$ 37.12
5	First Street Raised Planters & Beds	\$118.21	16	\$ 1,891.36
6	Sterling Bank Beds	\$30.37	16	\$ 485.92
7	History Museum Property	\$2.32	16	\$ 37.12
8	East Side Parking Deck Complex	\$97.41	16	\$ 1,558.56
9	Illinois Avenue/Riverside Avenue City Lot B	\$68.65	16	\$ 1,098.40
10	Route 64/Second Avenue City Lot K	\$56.04	16	\$ 896.64
11	Cedar Avenue/Third Avenue City Lot N	\$66.19	16	\$ 1,059.04
12	Madison Avenue Islands	\$25.99	16	\$ 415.84
13	Walnut Street/Third Street City Lot R	\$77.56	16	\$ 1,240.96
14	Route 31/Cedar Street/State Street City Lot G	\$235.48	16	\$ 3,767.68
15	Route 31/State Street Wind Emotions City Lot H	\$19.82	16	\$ 317.12
16	Cedar Street/Third Street Old VFW City Lot O	\$2.32	16	\$ 37.12

17	Riverside Avenue/Prairie Street Bridge Beds	\$32.59	16	\$	521.44
18	City Public Works Complex Beds	\$2.32	16	\$	37.12
19	City Public Works Complex four (4) Entrance Pillar Beds	\$18.30	16	\$	292.80
20	City Public Works Complex Jones Law Office Beds	\$2.32	16	\$	37.12
21	Riverside Avenue/Division Street Monument Bed	\$9.05	16	\$	144.80
22	South Route 31/Roosevelt Street Monument Bed	\$13.19	16	\$	211.04
23	North Route 31 Gateway Monument Bed	\$9.13	16	\$	146.08
24	Randall Road Medians (2)	\$444.73	8	\$	3,557.84
25	Westside Treatment Plant	\$85.74	8	\$	685.92
26	Fire Station III	\$5.19	8	\$	41.52
27	Fire Station II	\$29.02	8	\$	232.16
28	16 <sup>th</sup> Street Island	\$33.61	8	\$	268.88
29	Route 31/Abbeywood Drive West Median	\$29.02	8	\$	232.16
30	Fox Chase Boulevard Entrance Median	\$35.40	8	\$	283.20
31	Route 64/Thompson Middle School Bed	\$104.49	8	\$	835.92
32	Walnut Street/Fourth Street City Lot Q	\$9.71	16	\$	155.36
33	South Third Street/Gray Street Monument Bed	\$14.45	16	\$	231.20
34	Tyler Road West Fence Line Bed	\$56.99	8	\$	455.92

	<b>AS NEEDED:</b> New Beds and Landscaped Areas (sq feet)	\$0.40	2000	\$	800.00
	<b>TOTAL</b>			\$	<b>31,249.68</b>

**All Pricing Reflected for RFP Specifications:**

[Client RFP Specifications: http://bit.ly/CityofSCLandscapeBedMaint](http://bit.ly/CityofSCLandscapeBedMaint)

<b>*Units</b>	Units listed are (8) or (16), however actual visits shall be (10) and (18), inclusive of (+1) Spring and (+1) Fall Cleanup per Area ID
<b>**Ext Price</b>	Extended price column formula reflect all Services inclusive of RFP: (1) Spring Cleanup, (8) or (16) weed/trash services and (1) Fall C
Q&A:	3/11/2020 1:58 p.m. per RFP 1.2.2 <b>"This section pertains to the replacement of dead material. Because the extent of annual die-off is unknown, the City will solicit separate quotes for planting the replacement material. Once in place, the newly planted material will be maintained under this regular maintenance contract.</b> <a href="http://bit.ly/RFPPlantReplacementsQA">http://bit.ly/RFPPlantReplacementsQA</a>

**City of St. Charles, Illinois  
Resolution No. \_\_\_\_\_**

**A Resolution to Authorize a Five-Year Contract for Landscape  
Maintenance Services to Cornerstone Partners Horticultural Services Co.  
in the amount of \$31,249.68 per year**

**Presented & Passed by the  
City Council on \_\_\_\_\_, 2020**

WHEREAS the bid was publicly posted and advertised;

WHEREAS the City received one response with Cornerstone Partners Horticultural Services Co. being the lowest responsive, responsible bidder;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that a five-year contract for landscape maintenance services be awarded to Cornerstone Partners Horticultural Services Co. in the amount of \$31,249.68 per year.

PRESENTED to the City Council of the City of St. Charles, Illinois, this\_\_day of April, 2020

PASSED by the City Council of the City of St. Charles, Illinois, this\_\_day of April, 2020

APPROVED by the Mayor of the City of St. Charles, Illinois, this\_\_day of April, 2020

\_\_\_\_\_  
Raymond P. Rogina, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain: