

# CITY OF WASHINGTON

## PLANNING & DEVELOPMENT DEPARTMENT

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### MEMORANDUM

TO: Mayor Manier and City Council  
FROM: Jon R. Oliphant, AICP, Planning & Development Director  
SUBJECT: Consent Agenda – Square/Entrance Signs Watering/Maintenance Authorization  
DATE: May 3, 2019

Staff solicited bids for our annual watering and maintenance of the square planters/parking lot landscaping and the four community entrance signs that have landscaping. A bid opening took place on May 1 at City Hall. The contractors were asked to give separate costs for work around the square and the entrance signs. Bids were submitted from three contractors: JIMAX Landscape in Peoria, Fletcher Landscapes in Washington, and F&W Lawn Care & Landscaping in Bloomington. The bid tabulation sheet is enclosed.

The contractors were asked to provide bids for the watering of the square landscaping based on an average of three days a week (depending on the precipitation for that week) through September. The maintenance of the square and signs would include weeding, trimming, and deadheading three times throughout the year and mulch would be applied to the sign beds in the spring. The FY 19-20 budget includes \$10,000 through the TIF Fund for the work on the Square and \$8,000 through Streets for the work at the entrance signs.

JIMAX Landscape had the low bid of \$12,751. **Staff seeks authorization to enter into an agreement with JIMAX Landscape** for the watering and maintenance of the Square and entrance signs at a not-to-exceed amount of \$12,751.

2019 Square/Entrance Signs Watering/Maintenance Bids						
Bid Opening: May 1, 10:00 am, City Hall						
Contractor	Square Watering	Square Maint.	Signs Watering	Signs Maint.	TOTAL	
JIMAX Landscape - Peoria	\$4,350	\$875.10	\$6,930	\$596.31	\$12,751	
Fletcher Landscapes - Washington	\$7,644	\$3,225	\$3,878	\$3,440	\$18,187	
F&W Lawn Care - Bloomington	\$5,900	\$360	\$6,190	\$411	\$12,861	