



CITY OF WASHINGTON, ILLINOIS

Public Works Committee Agenda Communication

Meeting Date: April 11th, 2022

Prepared By: Brian Rittenhouse - Public Works Director

Agenda Item: Landscaping Bid Award Discussion

Explanation: On Wednesday, March 30th, 2022, bids were opened and publicly read for the City's annual landscaping installation, maintenance, and watering contract. Below are the results of JIMAX's bid for 2021 and their current bid for 2022.

| | Freq | Unit Cost | Total Cost | Freq | Unit Cost | Total Cost | Freq | Unit Cost | Total Cost | Freq | Unit Cost | Total Cost | Freq | Unit Cost | Total Cost | Total Cost | Total Cost | |
|------|-------------|-----------|------------|-----------|-----------|------------|----------------|-----------|------------|--------------|-----------|------------|-------------------------|-----------|------------|---------------------------------|---------------|-------------|
| Year | Sq Watering | | | Sq Maint. | | | Signs Watering | | | Signs Maint. | | | City Hall & PD Watering | | | City Hall, PD & Cemetery Maint. | Plant Install | Total |
| 2021 | 80 | \$30.12 | \$2,409.60 | 6 | \$290.70 | \$1,744.20 | 80 | \$33.61 | \$2,689.00 | 6 | \$207.77 | \$1,246.62 | 80 | \$34.50 | \$2,760.00 | \$2,850.00 | \$1,820.00 | \$15,519.42 |
| 2022 | 100 | \$61.43 | \$6,142.50 | 10 | \$248.16 | \$2,481.60 | 100 | \$80.50 | \$8,050.00 | 10 | \$236.00 | \$2,360.00 | 100 | \$80.50 | \$8,050.00 | \$3,050.00 | \$2,450.00 | \$32,584.10 |
| Chg. | 20 | \$31.31 | \$3,732.90 | 4 | -\$42.54 | \$737.40 | 20 | \$46.89 | \$5,361.00 | 4 | \$28.23 | \$1,133.38 | 20 | \$46.00 | \$5,290.00 | \$200.00 | \$630.00 | \$17,064.68 |

Based on previous Council discussion on improving the appearance of the landscaping, the 2022 bid contract was revised to try to meet the concerns. Language was added to ensure that there is a mix of color and the use of annuals and perennials. The plant beds must be cleaned and cultivated prior to planting and the plants must be drought-resistant to better handle the summer conditions. Grasses planted on the square must be able to with stand possible impacts from snow plowing operations. The number of maintenance site visits has increased to two per month for the entrance signs, perimeter Square planters, Square parking lots, and the east side of City Hall. Maintenance was also increased to weekly for the landscaping at the Police Department and the remainder of City Hall. The biggest change comes from increasing the number of watering visits to five days a week for all of the landscaping other than for the decorative grasses at the southeast Square parking lot, regardless of rainfall, unless staff approves of reduced watering during wet periods.

Fiscal Impact: The FY 22-23 has \$10,000 budgeted in the Streets account #100-003-510-6500. There is also \$15,000 in TIF funds, \$5,150 in City Hall funds to cover most of the cost of these services.

Recommendation/

Committee Discussion Summary: Staff has reached out to other municipalities to see how they operate their landscaping installation, watering, and maintenance. The information received shows a mixture of in-house (City and Park District),

seasonal, and contractual work being performed to complete the needs of the municipalities. Staff should be able to work with JIMAX to make sure we are staying within the budgeted amounts for FY 22-23. Staff will evaluate this year's landscape maintenance and watering program, throughout the year, to ensure we are getting the results we want and we will determine what changes will need to be made for next year bid document. Staff recommends JIMAX for the City's annual landscaping installation, maintenance, and watering contract for the entrance signs, Square, City Hall, the Police Department, and the Veterans Memorial in Glendale Cemetery.

Action Requested: Direction to move to the City Council Consent Agenda on April 18th, 2022 for approval.