

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
JANUARY 13, 2009 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Bid: Mowing Services	✓ Resolution Ordinance Motion Discussion Only	Nan Newlon Public Works Director

SYNOPSIS

A resolution has been prepared to award a contract for mowing services for 2009 to Alaniz Landscape Group, Inc. of Elgin, Illinois in an amount not to exceed \$27,676, which includes \$26,676 for routine mowing and \$1,000 for additional as needed mowing services at a rate of \$27/hour.

STRATEGIC PLAN ALIGNMENT

The 2008-2013 Strategic Plan identifies *A Beautiful Village* in the Downers Grove Vision 2023 statement. Associated objectives include *Well Maintained Streetscapes, Green Spaces and Landscapes*.

FISCAL IMPACT

The FY09 General Fund Budget includes \$36,000 for this service.

RECOMMENDATION

Approval on the January 20, 2009 consent agenda.

BACKGROUND

The purpose of this contract is for the mowing and trimming of turf located throughout the Village. The contract has three types of turf that vary by mowing frequency:

- Fine mowing locations are the prominent Village property areas to be mowed frequently or approximately once a week (estimated 28 mowing events)
- Rough mowing locations need to be mowed less frequently or once every 3 weeks (estimated 9 mowing events)
- Very rough mowing locations are to be mowed once a month (estimated 6 mowing events)

In addition, hourly prices were also submitted in case additional mowing may be needed for locations not included in any of the above. A call for bids for mowing services was issued and published in November 2008 in accordance with the Village's Purchasing Policy. The bids received are summarized below.

Service Provider	Total Bid
Alaniz Landscape Group, Inc.	\$26,676.00
T.L.C. Group, Ltd.	\$32,294.55
Green Grass, Inc	\$33,645.50
Pezza Landscape Inc.	\$47,787.00
Competitive Lawn Service, Inc.	\$48,574.00

The lowest responsive and responsible bidder is Alaniz Landscape Group, Inc. of Elgin, Illinois. Their references were all positive. This contract will be their first with Downers Grove. Staff is satisfied that Alaniz Landscape Group, Inc. meets the contract specifications and will effectively perform this work.

ATTACHMENTS

Contract Form
Campaign Disclosure Certificate

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND ALANIZ LANDSCAPE GROUP, INC.**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois,
as follows:

1. That the form and substance of a certain Agreement (the “Agreement”), between the Village of Downers Grove (the “Village”) and Alaniz Landscape Group, Inc. (“Alaniz”), for 2009 mowing services, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

IV. BID/CONTRACT FORM

*****THIS BID WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award

BIDDER:

Alaniz Landscape Group Inc.
Company Name

Date: NOV-2-08

1525 E Chicago ST
Street Address of Company

INFO@alanizlandscape.com
Email Address


ELGIN IL 60120
City, State, Zip

MIGUELLE A ALFARO
Contact Name (Print)

847-289-4900
Business Phone

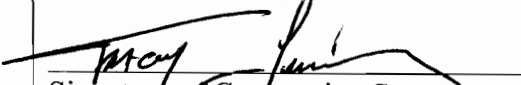
847-815-6743
24-Hour Telephone

847-289-4901
Fax


Signature of Officer, Partner or
Sole Proprietor

MIGUELLE ALFARO/Pres.
Print Name & Title

ATTEST: If a Corporation


Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

Authorized Signature

ATTEST:

Title

Signature of Village Clerk

Date

Date

In compliance with the specifications, the above-signed offers and agrees, if this Bid is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

CAMPAIGN DISCLOSURE CERTIFICATE

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.

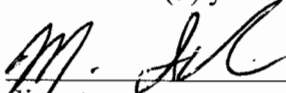
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years


Signature

MICHELLE A ALVARO
Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name