

**Motion No.**

BOARD MEETING AGENDA ITEM - HISTORY/COMMENTARY	
<b>ITEM TITLE:</b> Motion to Award Bid #2017-06 Parkway Tree Trimming Services to NJ Ryan Tree and Landscape LLC in the Amount of \$27,595 for the Base Work Area and Three (3) Optional Areas	<b>AGENDA DATE:</b> 12/21/2017
<b>ITEM REVIEW</b>	
<b>TO: Mayor &amp; Village Board</b> <b>THROUGH: Al Stonitsch, Village Administrator</b> <b>FROM: Chris Bethel, Director of Public Works</b> <b>INITIATOR: Jeff Moline, Asst. Director Public Works</b>	

**PURPOSE AND ACTION REQUESTED:**

Staff is requesting Village Board consideration of a proposed Resolution authorizing the execution of a contract award with NJ Ryan Tree and Landscape, LLC (Wheaton, IL) for parkway tree trimming services in the amount of \$27,595 for the Base Work Area and option areas 1, 2 and 3.

**BACKGROUND:**

The Public Works Department completes an annual Parkway Tree Trimming Program. The program includes dividing the town into 7 key areas and cycling through the full town every 6 to 7 years. This program is essential to both maintaining the health of the trees and from a safety standpoint, it has greatly reduced the number of tree limbs that fall during storm events throughout the community.

**DISCUSSION:**

Staff publically advertised the bid notice in the *Daily Herald* on November 10, 2017, and opened and read aloud the bid submittals on November 28, 2017.

On the Base Bid award, the Village received three (3) responsive bids, which are summarized in the bid tabulation chart below.

BID 2017-06 PARKWAY TREE TRIMMING SERVICES											
As Read - BID OPENING - 11:00AM, November 28, 2017											
#	VENDOR COMPANY	CITY	BASE BID AMOUNT	Estimate # Trees	OPTIONAL AREA #1	Estimate # Trees	OPTIONAL AREA #2	Estimate # Trees	OPTIONAL AREA #3	Estimate # Trees	TOTAL
1	Homer Tree Care Inc.	Lockport IL	\$37,000.00	925	\$6,800.00	170	\$5,400.00	135	\$5,960.00	149	\$55,160.00
2	Clean Cut Tree Service	Grayslake IL	\$46,250.00	925	\$8,500.00	170	\$6,750.00	135	\$7,450.00	149	\$68,950.00
3	N. J. Ryan Tree and Landscape LLC	DeKalb IL	\$19,425.00	925	\$3,570.00	170	\$1,620.00	135	\$2,980.00	149	\$27,595.00

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Public Works has reviewed the bids three (3) bids that were received in response to Bid #2017-06. The bid requested pricing for one (1) primary "Base Work Area" for parkway tree trimming services, tree removal, and stump grinding and three (3) optional trimming areas. Additionally, as in the past, the bid also secures pricing for property owners to independently contract based on submitted unit pricing for private property tree trimming, tree removal and stump grinding for the identified areas.

The range in the bid proposals for the base area and three (3) optional areas was \$27,595 to \$68,950. NJ Ryan Tree and Landscape, LLC (formerly D. Ryan Tree and Landscape) submitted the lowest, most responsive and responsible bid both for the base work area and the three (3) optional areas. The intent of the project for FY2018 is to complete the base area plus three (3) optional areas.

NJ Ryan Tree and Landscape, LLC has completed many similar projects for the Village including the recent 2015, 2016 and 2017 Tree Trimming Project. In our previous contracts, NJ Ryan's crews were efficient, within contract price and overall did above average work. Additionally, staff and the contractor have created a tracking log sheet for all residential inquiries to be completed on a weekly basis by the contractor.

### **BUDGET:**

The budgeted amount for this project is \$32,000 in the 2018 Forestry – Professional Services budget.

### **RECOMMENDATION:**

Staff is recommending Village Board approval of a Resolution authoring the execution of a contract award with NJ Ryan Tree and Landscape, LLC (Wheaton, IL) for Parkway Tree Trimming in the amount of \$27,595 for the Base Work Area and option areas 1, 2 and 3.

### **ACTION PROPOSED:**

Approval of the Motion

### **ATTACHMENTS:**

Map\_Base Work Area (PDF)  
Map Option Areas 1 & 2 (PDF)  
Map Option Area 3 (PDF)

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PASSED this 21st day of December, 2017.

**RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]**

**MOVER:** Mike Martinez, Trustee

**SECONDER:** Mary Anne Blair, Trustee

**AYES:** Abbott, Blair, Martinez, Krucek, Page, Hendricks

APPROVED this 21st day of December, 2017.

ATTEST:

Filed in the Office of the Village Clerk and published in pamphlet form by authority of the Mayor and Board of Trustees of the Village of Woodridge, DuPage, Will, and Cook Counties, Illinois, this 21st day of December, 2017.