

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Kyle Kuhs, Director of Parks and Planning
SUBJECT: Landscape Maintenance Labor Bid Approval
DATE: 3/15/2023

At the March 14 Committee of the Whole meeting, the Board reviewed the Landscape Maintenance Labor Bid in detail. It was the consensus of the Commissioners to advance the acceptance of the bid for approval at the March 21 Board meeting.

The following information was reviewed at the Committee meeting:

On Monday March 13, the Park District received bids for “Landscape Maintenance Labor.” This service is utilized by the District to augment our staffing levels in areas of need such as: weeding, mulching, edging, planting, pruning, and other general landscape duties.

The use of this contracted labor allows us to have assurances of reliable, experienced labor throughout the spring, summer, and fall months. The District can request labor for as many or as few days as needed in a particular week. The District can ramp up the contract usage at times of peak demand such as leading up to Fourth of July and taper the contract usage during times of poor weather or lower demand.

Given the current labor market for seasonal workers, the District recommends this practice continue to be utilized to ensure we have the resources necessary to keep up with the demands and expectations of the community. The rate provided includes labor, equipment, truck, fuel, etc. The parks manager and full-time staff assign duties and tasks to the contracted labor and monitor the quality and efficiency of their work.

A total of 3 bids were received with Fleck’s Landscaping being the apparent lowest responsible bidder. The rates provided includes labor, equipment, truck, fuel, etc. Bid tabulation below:

Company	2023 Rate	2024 Rate	2025 Rate
Fleck’s Landscaping	\$44.40	\$44.40	\$44.40
Milieu Landscaping	\$44.90	\$44.90	\$44.90
Yellowstone	\$66.50	\$68.50	\$70.50

In 2022, the District paid a \$45/hour rate for these services with Milieu Landscaping. Fleck’s contracted work with other cities in the area including the Villages of Arlington Heights, Mount Prospect, and Northfield. Their company information, references list, and fleet information along with the bid tabulation are attached for your reference. *(see the March 14 Committee packet for the company, references, and fleet information)*

Recommendation: Approval of a one-year contract with Fleck’s Landscaping for landscape maintenance labor at a rate of \$44.40/hour with the option for a second and third year based on performance.

Award: At the March 21, 2023 regular Board meeting, the recommended motion above was approved by roll call vote to approve Fleck’s Landscaping bid.