

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning  
Dan Hopkins, Superintendent of Parks

THROUGH: Michael Benard, Executive Director

RE: 2024 Mowing and Line Trimming Services – Request for Proposals

DATE: January 17, 2024



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### **SUMMARY:**

The turf areas in all our parks require seasonal care and maintenance that is currently performed by Park Services employees. Hiring seasonal staff to keep up with park mowing and trim work has become increasingly difficult in recent years. This work includes the following - mowing of turf areas; trash and debris pick-up in lawn areas; trimming (around trees, shrubs, plants, play equipment, signs, fences, and sidewalks/paths); and blowing off all surfaces.

Contracted seasonal mowing and trim work services (a yearly season from April 1 through October 31), was instituted for the first time in 2023, for the following parks south of Butterfield Road. Maintenance for these eight parks (totaling 17.8 acres of work), requires the most time to transport equipment.

- Arboretum Mews
- Albright Park
- Blacksmith Park
- Hull Park
- Scotts Cove Park
- Clydesdale Park
- Appleby Park
- Scottdale Park

The contractor that was awarded the mowing contract for the 2023 season did not meet the expectations of the park district's standards, especially the trimming and finishing work. Staff decided that a renewed Request for Proposals (RFP) for the 2024 season would be sent out. The RFP asked for costs for each of the next three years, with the direction that the Park District would issue the contract on an annual basis with the option to renew yearly for up to two more years. Twenty-one contractors received the RFP document on October 30, 2023, and three contractors responded. Following are the results:

<b>Contractor</b>	<i>2024 Total</i>	<i>Unit Cost for Week of Service</i>
Langton Group	\$26,287.00	\$876/week
Apex Landscaping Inc.	\$28,310.00	\$920/week
<b>Sebert Landscaping</b>	<b>\$21,988.00</b>	<b>\$872/week</b>

References for Sebert Landscape were checked and proved favorable.

**PREVIOUS COMMITTEE/BOARD ACTION:**

N/A

**REVENUE OR FUNDING IMPLICATIONS:**

The budget amount for 2024 is \$18,533.44 in GL #10-101-000-52-5211-0000.

**LEGAL REVIEW:**

N/A

**ALTERNATIVES:**

N/A

**RECOMMENDATION:**

It is recommended that the Wheaton Park District Board of Commissioner's accept the 2024 yearly proposal from Sebert Landscape for \$21,988.00.