

**PARK & FACILITY SERVICES/ENVIRONMENTAL COMMITTEE**

Glenview Park District Administration Building

1930 Prairie Street, Glenview, IL 60025

Regular Meeting Minutes

Wednesday, February 12, 2020 @ 8:30 a.m.

**1. Roll Call**

Committee Chair Bill Casey called the meeting to order at 8:30 am and the roll was called.

**Commissioners present:** Committee Chair: Bill Casey; Committee Members: Angie Katsamakidis; Dave Tosh

**Official Staff present:** Superintendent of Park & Facility Services Jim Warnstedt, Park Planner Ken Wexler, Manager of Park and Facility Services Kris Mikkelsen, Recording Secretary Amy Wille

**Guests:** None

**Commissioners/Official Staff absent:** Executive Director Mike McCarty, Committee Member Dan Peterson

**2. AGENDA TOPICS**

**a. Results/Staff Recommendation for Seasonal Landscape Maintenance Services 2020**

Superintendent of Park & Facility Services Jim Warnstedt reported that three bids were received on January 23, 2020 for the seasonal landscape maintenance services of 2020. The lowest bidder was ILT Vignocchi of Wauconda, IL in the base bid amount of \$143,254.65 for the fiscal year 2020-2021. They also submitted alternate bids for additional years of service, including \$143,254.65 for fiscal year 2021-2022 and \$143,254.65 for fiscal year 2022-2023. Warnstedt recommended ILT Vignocchi due to their long-standing relationship with the District, quality work, and responsiveness to special requests.

The committee recommended the acceptance of ILT Vignocchi, of Wauconda, IL in the amount of \$143,254.65, for the base bid work, as well as Alternate #1 in the amount of \$143,254.65 for providing service in 2021-2022, and Alternate #2 in the amount of \$143,254.65 for providing service in 2022-2023. These items are to be moved to the consent agenda for full Board approval.

**b. Municipal Partnering Initiative Custodial Services Bid**

Due to the Municipal Partnering Initiative (MPI), Superintendent Warnstedt reported that the District went out to bid for custodial services with the Village of Glenview and five bids were received on October 31, 2019. In December 2019, the Village awarded the lowest bidder, Advanced Cleaning Systems, Inc., a new three-year contract. As part of the MPI, Warnstedt noted that the District has a right to join the Village in the use of Advanced Cleaning Systems, Inc. for custodial services with pricing as stated in the general conditions for Village of Glenview RFP #219038 – Custodial Services. Warnstedt went over the locations of service for the new contract and how Advanced

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Cleaning Systems has performed custodial services for the District over the last nine years.

The committee recommended the acceptance of the three-year custodial services contract with Advanced Cleaning Systems, Inc. of East Dundee, IL in the amount of \$265,228.89 to be moved to the consent agenda for full Board approval.

**c. Tree Removal & Pruning Services Renewal**

Superintendent Warnstedt presented the three bids that were received on April 4, 2019 in which the lowest bidder was Lucas Landscaping & Design Company and has been performing tree removal and pruning services over the past year. He noted the District's right to renew the contract for additional years of service, subject to acceptable performance and pricing.

Staff recommended extending the contract with Lucas Landscaping, including their 2% CPI increase, since the pricing is still much lower than the other bidders from last year.

Commissioner Dave Tosh asked about the contract structure. Warnstedt responded that the District has historically gone out to bid for a three-year contract with an annual Board approval process to renew. Park Planner Ken Wexler added that staff can look into restructuring the bid process per the District Attorney's approval.

The committee recommended the acceptance of the "per inch" unit prices for tree removal services and the "per hour" cost for a pruning crew as submitted by Lucas Landscape and Design Co. of Deerfield, IL for full Board approval on the consent agenda.

**3. Other**

None

**4. Matters from the Public**

None

**5. Adjourn**

Committee Chair Bill Casey moved seconded by Committee Member Angie Katsamakidis to adjourn the Open Session at 8:38 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

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Jennifer G. Roberts  
Board President

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Michael D. McCarty  
Board Secretary

Approved this 27th day of February 2020.