



City of Chicago  
Richard M. Daley, Mayor

Department of  
Procurement Services

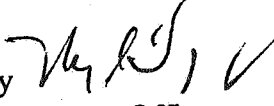
Mary A. Dempsey  
Interim Chief Procurement Officer

City Hall, Room 403  
121 North LaSalle Street  
Chicago, Illinois 60602  
(312) 744-4900  
(312) 744-2949 (TTY)  
<http://www.cityofchicago.org>

### Interoffice Memorandum

**Date:** May 20<sup>th</sup>, 2005

**To:** Richard A. Rice  
Department of Water Management

**From:** Mary A. Dempsey   
Interim Chief Procurement Officer

**Re:** Emergency Purchase Order Authorization

Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Moore Landscapes, Inc., as detailed in your memorandum of May 13<sup>th</sup>, 2005.

You are hereby authorized to purchase Landscaping Services in the amount of \$209,669 for the next three months of services. Any amount in excess of this approval shall be subject to additional authorization and shall be limited so as not to exceed the \$250,000 established by ordinance.

Please contact Steve Geocaris of this Department at 744-4923 if you have any questions.

cc S. Geocaris  
C. Humphrey



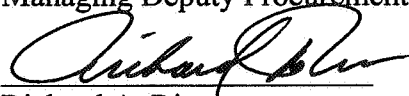


**City of Chicago**  
**Richard M. Daley, Mayor**  
Department of Water Management  
Richard A. Rice  
Commissioner  
Bureau of Water Supply  
John F. Spatz Jr.  
Deputy Commissioner  
Jardine Water Purification Plant  
1000 East Ohio Street  
Chicago, Illinois 60611  
(312) 744-3702  
(312) 742-1092 (FAX)  
[www.cityofchicago.org/watermanagement](http://www.cityofchicago.org/watermanagement)

**Memorandum**

**To:** Mary A. Dempsey  
Interim Chief Procurement Officer  
Department of Procurement Services

**Attn:** Steve Geocaris  
Managing Deputy Procurement Officer

**From:**   
Richard A. Rice  
Commissioner  
Department of Water Management

**Subject:** Request for Emergency Authorization for  
Landscape Services

**Date:** May 13, 2005

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The Department of Water Management requests emergency authorization for short-term landscaping services at Jardine Water Purification Plant, South Water Purification Plant, and the Pumping Stations. Bids for the new Comprehensive Landscape Services contract are due on 5/23/05, but the Department of Water Management needs to service facilities until the contract is awarded and released.

Attached please find three (3) price quotations. We recommend awarding these short-term landscaping services to Moore Landscapes, Inc. because they are the low bidder with a price quote of \$209,669 for the next three (3) months worth of landscaping.

Please contact John F. Spatz Jr., Deputy Commissioner, Bureau of Water Supply, at 312-744-3702 if you have any questions or concerns.

Thank you for your assistance.

Attachments

cc: D. Leonardo, M. O'Malley, A. Fagbemi, A. Sowa



**DEPARTMENT OF WATER MANAGEMENT EMERGENCY LANDSCAPE SERVICES  
QUOTE REQUEST**

Submittal Due Date: Noon, Tuesday, May 10, 2005

**BID REQUEST:**

Please provide your proposal pricing for the Department of Water Management Emergency Landscape Services per the tables below.

**CONTACT:**

Andrea Putz, Department of Water Management  
Email: andrea.putz@cityofchicago.org  
Tel: 312-744-3692, Fax: 312-742-1092

**WORK DESCRIPTION:**

Pumping Stations	Description	Unit Price	Unit	Quantity	Price
68th Street P.S.	Maintenance Services -Labor -spring clean up: Remove all leaf litter and debris from lawn and perennial beds to give each premises a groomed, maintained appearance to prep for the summer months. Each line item represents one visit for clean up and any required redressing with additional mulch.	\$ 45.00	HR	45	2,025.00
Southwest P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	65	2,275.00
Lake View P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	35	1,225.00
Thomas Jefferson P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	10	350.00
Cermak P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	10	350.00
Chicago Ave. P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	15	525.00
Lexington P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	10	350.00
Western Ave. P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	35	1,225.00
Springfield P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	22	770.00
Roseland P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	28	980.00
Central Park P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	25	875.00
Mayfair P.S.	Maintenance Services -Labor -spring clean up: same as above	\$ 35.00	HR	24	840.00
Chicago Ave. P.S.	Maintenance Services -Labor -spring sod repair & installation: provide labor to remove dead/damaged sod at south west corner of property and till compacted ground. Install required topsoil to grade. Area is approximately 1,200 square feet.	\$ 35.00	HR	11	385.00
Chicago Ave. P.S.	Blue grass sod, in place -spring sod repair & installation: Install Kentucky Bluegrass sod to cover areas of damaged sod that is removed	\$ 12.00	SQ. YD.	132	1,584.00
Chicago Ave. P.S.	Maintenance Services -Labor -spring sod repair & installation: Roto-till and amend soil along Michigan Avenue and	\$ 35.00	HR	7	245.00

Chicago Avenue							
Chicago Ave. P.S.	Bedding Plants - Asstd Annuals, 4 in pot --spring sod repair & installation: Install white begonias in new bed along Michigan Ave. & Chicago Ave. (3 rows at 10" spacing) (green leaf)	\$ 9.00	EA	420	\$	3,780.00	
Chicago Ave. P.S.	Bedding Plants - Asstd Annuals, 4 in pot --spring sod repair & installation: Install white Impatiens in narrow bed planter along Chicago avenue sidewalk.	\$ 9.00	EA	125	\$	1,125.00	
Chicago Ave. P.S.	Mowing Services - Not to exceed 999 sq. ft. per site 4 visits/month * 3 months @ 812 sq. ft. each = 9744 sq. ft	\$ 0.30	SQ. FT.	9744	\$	2,923.20	
Thomas Jefferson P.S. Lexington P.S. Western Ave. P.S. Springfield P.S. Roseland P.S. Central Park P.S. Mayfair P.S.	Mowing Services - Minimum 1000 sq. ft. per site - various locations 4 visits per station per month x 7 stations x 3 months = 84 visits Thomas Jefferson P.S. Lexington P.S. Western Ave. P.S. Springfield P.S. Roseland P.S. Central Park P.S. Mayfair P.S.	\$ 220.00	EA	84	\$	18,480.00	12 visits / 3 mo 12 visits / 3 mo 12 visits / 3 mo 12 visits / 3 mo 12 visits / 3 mo 12 visits / 3 mo 12 visits / 3 mo
Lake View P.S. Southwest P.S. 68th Street P.S.	Mowing Services - Minimum 1 Acre per site - various locations Lake View P.S. Southwest P.S. 68th Street P.S.	\$ 180.00 1.42 3.26 3.8	ACRE	101.76	\$	18,316.80	12 visits / 3 mo 12 visits / 3 mo 12 visits / 3 mo
Chicago Ave. P.S.	Tulip Bulbs Planting: Add white tulips for early, Mid, and late season blooming to annual beds. Tulips, assorted, Top Size, 100/box	\$ 180.00	EA	12	\$	2,160.00	
Chicago Ave. P.S. Lake View P.S. Thomas Jefferson P.S. Southwest P.S. 68th Street P.S. Lexington P.S. Western Ave. P.S. Springfield P.S. Roseland P.S. Central Park P.S. Mayfair P.S.	Maintenance Services -Labor -Broadleaf spray & fertilization (1 visit for spray, 1 for fertilize) Chicago Ave. P.S. Lake View P.S. Thomas Jefferson P.S. Southwest P.S. 68th Street P.S. Lexington P.S. Western Ave. P.S. Springfield P.S. Roseland P.S. Central Park P.S. Mayfair P.S.	\$ 35.00 Broadleaf 2 6 2 18 12 2 4 2 3 2 2	HR Fertilize	110	\$	3,850.00	2 HR 6 HR 2 HR 18 HR 12 HR 2 HR 4 HR 2 HR 3 HR 2 HR 2 HR
Cermak P.S.	Maintenance Services -Labor: Remove all pioneer trees along the south fence line behind the garage to near grade. Remove debris. No stump	\$ 35.00	HR	12	\$	420.00	

Cermak P.S.	Maintenance Services -Labor: Crown reduce all Lilacs along the east, west, & south fence lines to 3 - 4 feet. This is the height of the guard rail.	\$ 35.00	HR	68	\$	2,380.00
Western Ave. P.S.	Maintenance Services -Labor: Weed & trim perennial bed	\$ 35.00	HR	14	\$	490.00
Western Ave. P.S.	Maintenance Services -Labor: Trim all brushes in front	\$ 35.00	HR	18	\$	630.00
Western Ave. P.S.	Maintenance Services -Labor: Freshen edges along concrete	\$ 35.00	HR	6	\$	210.00
Western Ave. P.S.	Maintenance Services -Labor: Trim all brushes in perimeter	\$ 35.00	HR	14	\$	490.00
Western Ave. P.S.	Bedding Plants - Asstd Annuals, 4 in pot: Install various annuals	\$ 9.00	EA	75	\$	675.00
Mayfair P.S.	Maintenance Services -Labor: Recut edges and weed beds on south side of pumping station and install mulch to 2 inches depth.	\$ 35.00	HR	5	\$	175.00
Mayfair P.S.	Maintenance Services -Labor: Install mulched tree circles around 3 Maples (4' dia.) at front walk and 10 Amelanchier (5' dia.) on west and east side of building.	\$ 35.00	HR	20	\$	700.00
Mayfair P.S.	Maintenance Services -Labor: Remove PJM Rhododendrons on both sides of sidewalk entrance	\$ 35.00	HR	1	\$	35.00
Mayfair P.S.	Plant Shrubs - Deciduous, 24" container: Install new deciduous shrubs to replace dead plant material	\$ 45.00	EA	9	\$	405.00
Mayfair P.S.	Maintenance Services -Labor: Remove weeds growing in cracks of foundation and drive on premises and trim vegetation from the razor wire above catwalk	\$ 35.00	HR	4	\$	140.00
Mayfair P.S.	Maintenance Services -Labor: Remove weeds, trim existing plants, recut edges, and add mulch to the landscape beds flanking the front entry of the pumping station	\$ 35.00	HR	8	\$	280.00
Mayfair P.S.	Maintenance Services -Labor: Clean and install soil and grass seed to cover miscellaneous problem areas	\$ 35.00	HR	4	\$	140.00
Mayfair P.S.	Bedding Plants - Asstd Annuals, 4 in pot: Install various annuals in the beds at both sides of front sidewalk entrance (canna, begonia, salvia, purple millet)	\$ 9.00	EA	150	\$	1,350.00
Mayfair P.S.	Blue Grass Sod (Merion) in place: Prep ground and install sod where needed along sidewalk on the west end of the building and the east end of the sidewalk easement	\$ 12.00	SQ. YD.	80	\$	960.00
					Subtotal	\$ 74,119.00
Jardine WPP	Description	Unit Price	Unit	Quantity	Price	
	Mowing Services - Minimum 1 Acre per site -JWPP 3 visits/month x 3 months = 9 visits @ 13.9 acres each	\$ 180.00	ACRE	125.1	\$	22,518.00
	Maintenance Services -Labor -Broadleaf spray & fertilization - JWPP (1 visit for spray (70 hrs), 1 for fertilize (70 hrs))	\$ 35.00	HR	140	\$	4,900.00
	Maintenance Services -Labor -spring clean up: Remove all leaf litter, debris, and dead plants from lawn and perennial beds to give	\$ 45.00	HR	64	\$	2,880.00

	each premises a groomed, maintained appearance to prep for the summer months.					
	Maintenance Services -Labor -spring sod repair & installation: provide labor to remove dead/damaged sod to the south of the East Filter Building and till compacted ground. Install required topsoil to grade.	\$ 35.00	HR	10	\$	350.00
	Blue grass sod, in place -spring sod repair & installation: Install Kentucky Bluegrass sod to cover areas of damaged sod.	\$ 12.00	SQ. YD.	11	\$	132.00
	Bedding Plants - Asstd Perennials, 1 gal. pot: In the semi-circle plant bed west of the Gatehouse, install Butterfly Weed (mixed orange), Verbenaceae Lantana (mixed orange), Rubdeckia Dwarf Coneflower (yellow), orange/yellow Coreopsis, and Allysium (yellow). Plant from tallest plant (Butterfly weed) in the center to shortest plant (Allysium) in the outer edges. Planting bed is 280 sq. ft. in area and 13.3 ft. in radius.	\$ 18.00	EA	60	\$	1,080.00
	Bedding Plants - Asstd Perennials, 1 gal. pot: In 5 of the 9 cement 6.25 ft. diameter planters (31 sq. ft in area each), install Daylily (orange) in the center and Boston Ivy around the outer edge.	\$ 18.00	EA	12	\$	216.00
	Bedding Plants - Asstd Annuals, 4 inch pot: In the same 5 of the 9 cement 6.25 ft. diameter planters (31 sq. ft in area each), install Gerber Daisies in between the Daylily and Boston Ivy.	\$ 9.00	EA	10	\$	90.00
	Bedding Plants - Asstd Perennials, 1 gal. pot: In the remaining 4 of the 9 cement 6.25 ft. diameter planters (31 sq. ft in area each), install Columbine (yellow) in the center and Boston Ivy around the outer edge.	\$ 18.00	EA	12	\$	216.00
	Bedding Plants - Asstd Annuals, 4 inch pot: In the remaining 5 of the 9 cement 6.25 ft. diameter planters (31 sq. ft in area each), install red Salvia in between the Columbine and Boston Ivy.	\$ 9.00	EA	10	\$	90.00
	Bedding Plants - Asstd Annuals, 54/flat: In the 4' x 1.5' planters along the upper roadway, install assorted annuals 194 planters x 1 flat per 3 planters = 65 flats	\$ 80.00	EA	65	\$	5,200.00
	Bedding Plants - Asstd Annuals, 54/flat: In the 4' x 4' planters along the lower roadway, install assorted annuals 32 planters x 3/4 flat per planter = 24 flats	\$ 80.00	EA	24	\$	1,920.00
	Bedding Plants - Asstd Perennials, 1 gal. pot: In the 60' x 8' planters (4 total and 100' x 8' planters (2 total) along the lower roadway, install assorted perennial grasses (3520 sq. ft. total)	\$ 18.00	EA	800	\$	14,400.00
	Bedding Plants - Asstd Perennials, 1 gal. pot: In the 4 circular planters (41' diameter) and 4 rectangular planters (35' x 7') near the entrance of the administration building, install Lily of the Valley and white Begonias (6261 sq. ft total)	\$ 18.00	EA	80	\$	1,440.00
					Subtotal	\$ 55,432.00

South WPP	Description	Unit Price	Unit	Quantity	Price
	Mowing Services - Minimum 1 Acre per site -SWPP 3 visits/month x 3 months = 9 visits @ 33.1 acres each	\$ 180.00	ACRE	297.9	\$ 53,622.00
	Maintenance Services -Labor -Broadleaf spray & fertilization - SWPP (1 visit for spray (156 hrs), 1 for fertilize (156 hrs)) . Spray along perimeter fence, atop all basins and reservoirs, along the railroad track, and at all property lawn. Fertilize only lawn areas	\$ 35.00	HR	312	\$ 10,920.00
	Maintenance Services -Labor -spring clean up: Remove all leaf litter and debris from lawn and perennial beds to give each premises a groomed, maintained appearance to prep for the summer months.	\$ 45.00	HR	64	\$ 2,880.00
	Maintenance Services -Labor -spring sod repair & installation: provide labor to remove dead/damaged sod around the north east corner of property, around the west parking lot, between the basins and filter building, and along the ramp roadway to garages, and til compacted ground. Install required topsoil to grade.	\$ 35.00	HR	312	\$ 10,920.00
	Blue grass sod, in place -spring sod repair & installation: Install Kentucky Bluegrass sod to cover areas of damaged sod.	\$ 12.00	SQ. YD.	148	\$ 1,776.00

Subtotal \$ 80,118.00

Overall Total \$ 209,669.00

**DETAILS:**

All landscaping shall take place during normal working hours  
All materials "tracked" down the pavement shall be removed each day. The contractor shall remove and dispose of nonbiodegradable containers  
and plant tags.

**Maintenance Services -Labor:** The contractor shall provide all labor, materials, and equipment to remove weeds and dead plants, incidental pruning,  
and general hand cutting at the sites listed (Does not include grounds). Watering as necessary to maintain healthy plants. Weed control includes  
grounds and flower beds areas.

**Blue grass sod (Kentucky), in place:** Grass, sod, and top soil in place. The contractor shall provide all labor, sod, soil, water, and other material to  
complete the landscaping services required. Watering as necessary to maintain healthy grass. Sod shall be guaranteed for ninety (90) days.

**Blue grass sod (Merion), in place:** Grass, sod, and top soil in place. The contractor shall provide all labor, sod, soil, water, and other material to  
complete the landscaping services required. Watering as necessary to maintain healthy grass. Sod shall be guaranteed for ninety (90) days.

**Bedding Plants - Assorted Annuals, 4 inch pot:** This work shall consist of digging and preparing plant holes, and of furnishing, transporting,  
and planting bedding plants and plant materials. The contractor is responsible for watering and all related work necessary to assure healthy  
and well-established plantings. Uniformly moisten the soil around all plant roots prior to and during installation.

Thoroughly water all plantings immediately following planting to a minimum 12" depth. All planting areas shall be  
fertilized and mulched as necessary immediately following completion of planting. Contractor shall be responsible  
for location of all utilities prior to installation of plants.

**Bedding Plants - Assorted Annuals, 54/flat:** This work shall consist of digging and preparing plant holes, and of furnishing, transporting, and planting bedding plants and plant materials. The contractor is responsible for watering and all related work necessary to assure healthy and well-established plantings. Uniformly moisten the soil around all plant roots prior to and during installation.

Thoroughly water all plantings immediately following planting to a minimum 12" depth. All planting areas shall be fertilized and mulched as necessary immediately following completion of planting. Contractor shall be responsible for location of all utilities prior to installation of plants.

**Bedding Plants - Assorted Perennials, 1 gal. pot:** This work shall consist of digging and preparing plant holes, and of furnishing, transporting, and planting bedding plants and plant materials. The contractor is responsible for watering and all related work necessary to assure healthy and well-established plantings. Uniformly moisten the soil around all plant roots prior to and during installation.

Thoroughly water all plantings immediately following planting to a minimum 12" depth. All planting areas shall be fertilized and mulched as necessary immediately following completion of planting. Contractor shall be responsible for location of all utilities prior to installation of plants. One (1) year guarantee for all perennials and ornamental grasses. Replacements shall be plants of the same kind and size.

**Bedding Shrubs - Deciduous, 24" container:** This work shall consist of digging and preparing plant holes, and of furnishing, transporting, and planting shrubs. The contractor is responsible for watering and all related work necessary to assure healthy and well-established plantings. Uniformly moisten the soil around all plant roots prior to and during installation. Thoroughly water all plantings immediately following planting to a minimum 12" depth. All planting areas shall be fertilized and mulched as necessary immediately following completion of planting. Contractor shall be responsible for location of all utilities prior to installation of plants. Two (2) year guarantee for all shrubs. Replacements shall be plants of the same kinds and size.

**Tulip Bulbs Planting -assorted, Top Size, 100/box:** This work shall consist of digging and preparing bulb holes, and of furnishing, transporting, and planting bulbs. The contractor is responsible for watering and all related work necessary to assure healthy and well-established plantings. Uniformly moisten the soil around all bulbs prior to and during installation. Dip bulbs in fungicide before planting. Thoroughly water all plantings immediately following planting to a minimum 12" depth. All planting areas shall be fertilized and mulched as necessary immediately following completion of planting. Contractor shall be responsible for location of all utilities prior to installation of bulbs.

**Mowing Services - Not to exceed 999 sq. ft. per site:** The mowers shall be self-propelled. Where lawns are adjacent to sidewalks, curbs, etc., the grass shall be neatly edged. Cleanup is required after all mowing and edging.

**Mowing Services - Minimum 1000 sq. ft. per site:** The mowers shall be self-propelled. Where lawns are adjacent to sidewalks, curbs, etc., the grass shall be neatly edged. Cleanup is required after all mowing and edging.

**Mowing Services - Minimum 1 Acre per site:** The mowers shall be self-propelled. Where lawns are adjacent to sidewalks, curbs, etc., the grass shall be neatly edged. Cleanup is required after all mowing and edging.



DEPARTMENT OF WATER MANAGEMENT EMERGENCY LANDSCAPE SERVICES

Summary of Price Quotes

	Overall Total	P.S.	JWPP	SWPP
Monahan Landscape Co. \$	245,940.00	\$ 107,535.00	\$ *55,535.00	\$ 82,870.00
Moore Landscapes, Inc. \$	209,669.00	\$ 74,119.00	\$ 55,432.00	\$ 80,118.00
Christy Webber Landscapes \$	-			
Meranjil Landscaping Corp. \$	526,501.80	\$ *332,044.80	\$ *113,304.00	\$ 81,153.00
Low Bidder \$	209,669.00			

\* Note: These monetary values are corrected for occasions when "Unit Price" x "Quantity" was mis-calculated.