

**CLERK'S CONTRACT and AGREEMENT COVER PAGE**

**Legistar File ID#:**

**Innoprise Contract #:**

**Year:**

**Amount:**

**Department:**

**Contract Type:**

**Contractors Name:**

**Contract Description:**



ORLAND PARK

ADDENDUM A TO 2022-2024 TURF MOWING AND MAINTENANCE SERVICES, DATED JANUARY 4, 2022, BETWEEN THE VILLAGE OF ORLAND PARK AND SEMMER LANDSCAPE LLC

WHEREAS, on January 4, 2022, a certain Agreement between the VILLAGE OF ORLAND PARK (hereinafter referred to as "Village") and Semmer Landscape LLC (hereinafter referred to as "Contractor") for the performance of certain professional services for the Village in connection with 2022-2024 Turf Mowing and Maintenance Services (hereinafter referred to as the "Project", the "Work", or the "Services") was executed (hereinafter referred to as the "Agreement"); and,

WHEREAS, the Village wishes to modify CONTRACT DOCUMENTS and TERM OF THE CONTRACT.

NOW, THEREFORE, for and in consideration of the foregoing and the mutual covenants herein contained, it is agreed by and between the parties hereto as follows:

- 1. In the event of any conflict or inconsistency between the provisions of this Addendum A and the Agreement, the provisions of this Addendum A shall control.
2. SECTION 4: THE CONTRACT DOCUMENTS of said Agreement shall be amended to include Addendum A, dated November 16, 2023.
3. SECTION 4: TERM OF THE CONTRACT of said Agreement shall be amended to exercise the option to extend two (2) additional years; and to strike the original completion date of December 31, 2024, and replace with a revised completion date of December 31, 2026.
4. All of the other terms, covenants, representations and conditions of said Agreement not deleted or amended herein shall remain in full force and effect during the effective term of said Agreement.
5. This Addendum A may be executed in two or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Addendum A, made and entered into effective the 16th day of November, 2023, shall be attached to and form a part of the Agreement dated the 4th day of January, 2022, and shall take effect upon signature below by duly authorized agents of both parties.

IN WITNESS WHEREOF, the parties have caused this Addendum A to be executed by their duly authorized officer in quadruplicate counterparts, each of which shall be considered as an original.

CONTRACTOR: SEMMER LANDSCAPE LLC

VILLAGE OF ORLAND PARK

By: Semmer Landscape LLC

By: Jim Culotta

Name: Paul Alvarez

Name: Jim Culotta

Its Vice President and Authorized Agent

Title: Assistant Village Manager

ATTEST:



# VILLAGE OF ORLAND PARK

14700 Ravinia Avenue  
Orland Park, IL 60462  
www.orlandpark.org

## Master

File Number: 2022-0010

File ID: 2022-0010

Type: MOTION

Status: PASSED

Version: 0

Reference:

Controlling Body: Board of Trustees

File Created Date : 12/20/2021

Agenda Entry: RFP 21-063 - Turf Mowing and Maintenance Services

Final Action: 01/04/2022

Title: RFP 21-063 - Turf Mowing and Maintenance Services

### Notes:

### Sponsors:

Res/Ord Date:

Attachments: Exhibit A - Solicitation and Tabulation Summary,  
Exhibit B - Mowing Proposal Summary,  
Proposal\_Chirsty Webber, Proposal\_CityEscape,  
Proposal\_Green Arbor, Proposal\_Local Lawn Care,  
Proposal\_Semmer, SAMPLE Contract\_MOWING

Res/Ord Number:

Drafter:

Hearing Date:

Department

Effective Date:

Contact:

Related Files:

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
0	Public Works Department	12/20/2021	INTRODUCED TO BOARD	Board of Trustees			
0	Board of Trustees	01/04/2022	APPROVED				Pass

### Text of Legislative File 2022-0010

Title/Name/Summary

RFP 21-063 - Turf Mowing and Maintenance Services

### History

On December 1, 2021, RFP 21-063 was issued requesting proposals for turf mowing and maintenance services for 2022 - 2024, with the Village's option to renew for two (2) additional years (2025 - 2026). The scope of work consists of mowing, grounds maintenance, string trimming, debris removal, and other such work as required for the maintenance of turf grass (i.e. lawn) at three hundred fifty-one (351) Village sites, including parks, facilities, stormwater basins, medians, and right-of-ways located within the Village.

Historically, the mowing season lasts for thirty (30) weeks, beginning in early April and typically ending in the last week of October. The actual start and end dates for each year is determined by the Public Works Director. Mowing of all sites is required on a weekly basis, although this also varies as mowing may be suspended during drought conditions or increased to twice per week during periods of frequent rains.

As such, a per week proposal price was requested for weekly at all sites. In addition to regular mowing services, the RFP requested price proposals for "Site Additions" and "Nuisance Mowing" as needed. These additions to the scope of work allow the Village flexibility in the case that mowing sites are added in the future, and allows the Contractor to mow private property or other problem sites that have been neglected, on behalf of the Village.

The "Turf Mowing and Maintenance Services" RFP closed on December 17, 2021, at which time a total of eighteen (18) vendors had either completely or partially downloaded the RFP documents. Ultimately, five (5) proposals were submitted. The RFP proposal tabulation/summary is attached as Exhibit A for reference. Exhibit B - Mowing Proposal Summary shows a five (5) year cost summary of the proposals based on a typical thirty (30) week mowing season.

Proposals were evaluated on proposed prices, vendor qualifications, and each firm's ability to fulfill the Scope of Work outlined in the RFP.

While each of the vendors demonstrated qualifications and capability to complete full scope of work, Semmer Landscape LLC submitted the lowest weekly, site addition, and nuisance mowing costs. Semmer Landscape, who has been the Village's mowing contractor since 2017, has continually provided a high level of professionalism and service since that time. Its staff has proven to be extremely responsive to resident inquiries or additional Village requests. They are also willing to admit when mistakes have been made, and work to remedy issues promptly.

Upon conclusion of the evaluation of proposals, Semmer Landscapes was determined to be the company able to best perform the work in conformity with the Scope of Work and Contract documents at the lowest price.

#### Financial Impact

Funding for Turf Mowing is included in the annual budget process, and is proposed in FY2022 in accounts 010-5002-443510, 026-0000-443510, 010-1700-443500, 031-6007-443510, 282-0000-443510, and 283-4003-443510.

In addition to the weekly mowing costs detailed in the Unit Price Sheet, the annual budget amounts for mowing services will include costs for "Nuisance Mowing" in an amount of five percent (5%) of the annual contract amount. Furthermore, any site additions resulting in added mowing acreage would increase the contract amount by the amounts listed on the Unit Price Sheet.

Recommended Action/Motion

I move to approve awarding RFP 21-063 Turf Mowing and Maintenance Services to Semmer Landscape LLC for 2022 - 2024, with the Village's option to extend the contract for an additional two (2) years for an amount not to exceed the annual Board approved budgeted amounts;

AND

To authorize the Village Manager to execute all related contracts subject to Village Attorney review.