



# VILLAGE OF ORLAND PARK

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## Department Requested Action

File Number: 2018-0226

**Agenda Date:** 4/16/2018

**Version:** 0

**Status:** IN COMMITTEE  
/COMMISSION

**In Control:** Development Services, Planning and Engineering Committee

**File Type:** MOTION

### Title/Name/Summary

RFP 18-019 Stellwagen Landscape Restoration

### History

#### PROJECT HISTORY

The Stellwagen Family Farm Foundation, together with the Village of Orland Park Development Services Department, developed the Stellwagen Family Farm Master Plan ("Master Plan") between 2013 and 2015. Approved by the Village Board in September 2017, the Master Plan provides a governing document to plan, operate and maintain the Stellwagen Family Farm.

An important component of the Master Plan is the prairie and woodland restoration of twenty (20) acres of the northern and eastern portions of the farm. This restoration reflects requirements outlined in the Illinois Department of Natural Resources (IDNR) transfer of Open Lands Trust Grant (OLT) obligations to continue farming at the Stellwagen Farm and ensure the preservation of the environmentally sensitive Doctor Marsh property.

#### PROJECT OVERVIEW

As such, on March 23, 2018 the Village issued a Request for Proposals (RFP #18-019 Stellwagen Family Farm Landscape Restoration) for landscape restoration at Stellwagen Farm. It should be noted that Hey and Associates, the Village's landscape consultant, drafted the contractor qualifications and project design components of the RFP.

The scope of work requested in the RFP stated that the contractor shall be responsible for design, planting and monitoring and management (M&M) of all restoration work. Cost estimates were to be broken down according to the following categories: Final Project Design, Layout, Mesic Prairie Seeding, Prairie Path Seeding, Turf Grass Shoulder Seeding, Oak Woodland Seeding, Native Tree Planting, Native Shrub Planting, Pasture Seeding and a minimum of three (3) years of Monitoring and Management, with the option for two (2) additional years.

A pre-proposal meeting, which was attended by Village Staff, Hey and Associates and members from the Stellwagen Family Farm Foundation, was held on site on March 30, 2018. Representatives from seven (7) landscape contracting firms attended the meeting. By the submission deadline on April 6, 2018, the Village had received eight (8) qualifying submissions.

The firms listed below submitted proposals (a Bid Summary Sheet is attached). The amounts listed next to each firm's name represents the proposed bid including 3 years of monitoring and management:

Applied Ecological Services: \$141,460.00

Cardno, Inc: \$112,220.00

Conservation Land Stewardship, LLC: \$276,409.84

ENCAP, Inc: \$142,230.00  
Native Landscape Contractors, LLC: \$196,994.00  
Semper Fi Land Services, Inc: \$166,950.00  
Tallgrass Restoration, LLC: \$228,120.00  
V3 Companies, Ltd: \$149,497.30

## **PROPOSAL REVIEW**

On April 9, 2018, a Selection Committee comprised of Village staff and staff from Hey and Associates reviewed all qualifying proposals. As per the RFP's requirements, the Selection Committee evaluated all proposals based on the following criteria: price (40%), company experience (25%), staff qualifications (25%), and Village discretion (10%). Members of the Selection Committee independently evaluated and scored each submittal using the RFP Criteria. The RFP Coordinator averaged the total scores and provided an Evaluation Summary, which resulted in a final score. The highest final score, which also included the lowest bid amount, was awarded to Cardno, Inc.

As such, the Selection Committee recommends Cardno, Inc. to establish and maintain for at least three (3) years the Stellwagen Family Farm Landscape Restoration Project.

The following is a breakdown of the costs associated with the Cardno Inc. proposal, which is attached for review:

Final Project Design: \$800.00  
Layout: \$150.00  
Mesic Prairie Seeding: \$28,100.00  
Prairie Path Seeding: \$450.00  
Turf Grass Shoulder Seeding: \$350.00  
Oak Woodland Seeding: \$3,100.00  
Native Tree Planting: \$16,300.00  
Native Shrub Planting: \$10,300.00  
Pasture Seeding: \$2,970.00  
Monitoring and Management - Year 1 (2018): \$19,000.00  
Monitoring and Management - Year 2 (2019): \$17,100.00  
Monitoring and Management - Year 3 (2020): \$13,600.00

## **Cardno, Inc. Grand Total - \$112,220.00**

Cardno Inc's proposal also included two years of additional maintenance for an additional \$21,600 (\$11,200.00 and \$10,400.00). A determination whether this additional work is necessary will be made by the Village after Year 2 of Cardno Inc's scheduled maintenance. A separate Board approval would be required for these additional years of maintenance work.

## **PROJECT FUNDING**

On November 9, 2017, the Stellwagen Family Farm Foundation requested authorization from the Open Lands Commission for an amount not to exceed \$125,000 to be used for prairie restoration and up to 5 years of maintenance for at Stellwagen Farm. This request was approved 6-1 at the November 9, 2017 Open Lands Commission meeting.

The recommended proposal for this project is \$12,780 below the \$125,000 approved by the Open Lands Commission. This \$12,780 balance, in addition to the balance from the Stellwagen Perimeter Path project, will be used for additional landscape restoration expenses, including landscape consultant and signage fees as well as contingency funds. This agenda item is

being considered by the Development Services, Planning and Engineering Committee and the Village Board of Trustees on the same night of April 16, 2018.

**Financial Impact**

The Stellwagen Family Farm Foundation funding allocated for this project is held within the overall Open Lands account number 029-0000-470700.

This case is now before the Development Services, Planning and Engineering Committee for review prior to being sent to the Board of Trustees for final consideration.

**Recommended Action/Motion**

I move to recommend the Village Board to approve the proposal from Cardno, Inc. to establish and maintain the Stellwagen Family Farm Landscape Restoration Project for an amount not to exceed \$112,220.00.