
E L M H U R S T P A R K D I S T R I C T
B O A R D O F P A R K C O M M I S S I O N E R S
M E M O R A N D U M

DATE: August 8, 2022

TO: Board of Park Commissioners

FROM: James W. Rogers, Executive Director
Angela Ferrentino, Director of Facilities
Jonathan Rudey, Landscape Architect

RE: 2022 FALL TREE PROCUREMENT AND PLANTING

ISSUE

Proposals were requested for the 2022 Fall Tree Planting and 2022 Fall Tree Procurement Projects. This project addresses the Vision 2020 Plan Theme to Meet community need for parks, open space, and outdoor amenities under the Parks Goal to Maintain and update existing parks, open space, and amenities.

DISCUSSION

The Park District installs trees bi-annually in the spring and fall planting seasons with a larger project typically occurring during the Spring Planting period and a smaller planting in the fall. The 2022 tree planting project was originally let for bid as a Spring Tree Planting Project to plant and furnish trees. Unfortunately, no bids were received when let in February 2022, with more than 20 direct invitations to bid sent. With no bidders for the project, staff reached out to a number of contractors, who had declined to provide a bid and inquired of the reasoning behind their disregard for the bid opportunity. It was found the contract for procurement needed to be managed separately from planting. The window for planting in the spring had closed by the time the feedback was received and the decision was made to move/pause the project until the fall planting. Staff updated the plans and created a Request for Proposals (RFP) to move forward with fall procurement and planting in a manner more likely to receive interest from contractors and nurseries. Fall is an excellent time for planting and the timing of this project will allow the District to take advantage of nursery dig schedules and capitalize on the availability of fresh-dug trees.

The scope of the 2022 Fall Tree Planting and 2022 Fall Tree Procurement Projects includes the acquisition and delivery of 60 Shade and Evergreen Trees to be planted throughout the District. The majority of the trees (23) are to be planted in addition to the District's current collection. Many of these will be species planted in areas in need of assistance with water absorption (Bald Cypress) and shade within parks. Nineteen (19) trees will be direct replacements for trees lost to disease and/or insect pests, as well as mortality due to horticultural practices and micro-climatic pressure. Eighteen (18) Memorial Tree replacements make up the balance of the trees to be planted. The installation will occur in 10 parks throughout the District with Butterfield Park receiving the most trees (10). Staff will layout placement of all trees to be planted and oversee the delivery and installation of trees for quality control purposes.

Requests for Proposals were sent on July 13 and 15 for Procurement and Planting respectively with 11 Requests for Proposal for Procurement to nurseries and 23 Requests for Proposal for Planting to landscape contractors in the Chicagoland area. Responses for Procurement were received from three nurseries and one landscape contractor. Planting responses were received from two contractors.

Goodmark Nurseries of Wonder Lake, IL submitted the lowest responsible Proposal for Procurement in the amount of \$12,933 which includes a base bid of \$8,622 and two alternates totaling \$4,311. Apex Landscape Contractors of Hawthorne Woods, IL submitted the lowest responsible Proposal for Planting in the amount of \$14,630 which includes a base proposal of \$9,820 and two alternates totaling \$4,810.

The combined proposals (\$27,563) came in under the originally budgeted amount of \$32,500 for the project allotted in the FY22 General Fund for memorial, new, and replacement trees.

Positive feedback was received from the Village of Downers Grove and the City of Elmhurst Forestry Divisions as Apex Landscaping is the planting partner for the Suburban Tree Consortium. Goodmark Nurseries is a well-established and reputable nursery in the industry and have delivered plant materials to the District previously with no issue. A records search completed with the Illinois Department of Labor (IDOL) with no violations found for either company.

RECOMMENDATION

That the Board of Park Commissioners (1) accepts the Base Proposal from Goodmark Nurseries for the Procurement of Trees in the amount of \$8,622 and, (2) accepts alternates 1 and 2 from Goodmark Nurseries for the Procurement of Trees in the amount of \$4,311 and, (3) accepts the Base Proposal from Apex Landscaping for the Planting of Trees in the amount of \$9,820 and, (4) accepts alternates 1 and 2 from Apex Landscaping for the Planting of Trees in the amount of \$4,810 and, (5) authorizes the Executive Director to execute said contracts.

Thank you.

Attachments: Tree Procurement Tally Sheet
Tree Planting Tally Sheet

RFP Tally 2022 Tree Procurement

Base Bid		Doty		Fiore		Goodmark		Brightview	
Species	qty	cost	total	cost	total	cost	total	cost	total
Abies concolor	1	\$210.00	\$210.00	\$270.00	\$270.00	\$207.00	\$207.00	\$525.00	\$525.00
Acer x freemanii 'Jeffersred'	1	\$205.00	\$205.00	\$220.00	\$220.00	\$215.00	\$215.00	\$394.80	\$394.80
Acer rubrum 'Red Sunset'	3	\$240.00	\$720.00	\$230.00	\$690.00	\$215.00	\$645.00	\$409.50	\$1,228.50
Catalpa speciosa	1	\$225.00	\$225.00	\$275.00	\$275.00	\$215.00	\$215.00	\$449.40	\$449.40
Celtis occidentalis	1	\$275.00	\$275.00	\$290.00	\$290.00	\$237.00	\$237.00	\$504.00	\$504.00
Cercis canadensis	0	\$185.00	\$0.00	\$165.00	\$0.00	\$160.00	\$0.00	\$346.50	\$0.00
Gleditsia tri. var. inermis 'Skycote'	1	\$285.00	\$285.00	\$275.00	\$275.00	\$215.00	\$215.00	\$504.00	\$504.00
Gymnocladus dioicus	1	\$285.00	\$285.00	\$290.00	\$290.00	\$215.00	\$215.00	\$472.50	\$472.50
Liriodendron tulipifera	2	\$270.00	\$540.00	\$290.00	\$580.00	\$215.00	\$430.00	\$472.50	\$945.00
Ostraya virginiana 2"	1	\$225.00	\$225.00	\$290.00	\$290.00	\$215.00	\$215.00	\$756.00	\$756.00
Picea abies 5'	5	\$190.00	\$950.00	\$195.00	\$975.00	\$192.00	\$960.00	\$577.50	\$2,887.50
Picea pungens 5'	1	\$140.00	\$140.00	\$160.00	\$160.00	\$192.00	\$192.00	\$504.00	\$504.00
Quercus bicolor	4	\$295.00	\$1,180.00	\$260.00	\$1,040.00	\$237.00	\$948.00	\$480.90	\$1,923.60
Quercus rubra sub: Burr or Chinkapin	1	\$295.00	\$295.00	\$260.00	\$260.00	\$237.00	\$237.00	\$546.00	\$546.00
Syringa reticulata subsp. reticulata	3	\$295.00	\$885.00	\$275.00	\$825.00	\$227.00	\$681.00	\$399.00	\$1,197.00
Taxodium distichum 7'	9	\$265.00	\$2,385.00	\$205.00	\$1,845.00	\$215.00	\$1,935.00	\$493.50	\$4,441.50
Tilia americana sub: Redmond	3	\$285.00	\$855.00	\$290.00	\$870.00	\$215.00	\$645.00	\$466.20	\$1,398.60
Ulmus davidiana var. jap. 'Morton'	2	\$205.00	\$410.00	\$225.00	\$450.00	\$215.00	\$430.00	\$417.90	\$835.80
Delivery Fee	40	included		LS	\$200.00	included		included	
Base Bid Total			\$10,070.00		\$9,805.00		\$8,622.00		\$19,513.20

Alternate #1		Doty		Fiore		Goodmark		Brightview	
Species	qty	cost	total	cost	total	cost	total	cost	total
Quercus bicolor	6	\$295.00	\$1,770.00	\$260.00	\$1,560.00	\$237.00	\$1,422.00	\$237.00	\$1,422.00
Quercus rubra sub: Burr or Chinkapin	1	\$295.00	\$295.00	\$260.00	\$260.00	\$237.00	\$237.00	\$237.00	\$237.00
Taxodium distichum 7'	3	\$265.00	\$795.00	\$205.00	\$615.00	\$215.00	\$645.00	\$215.00	\$645.00
Ulmus davidiana var. jap. 'Morton'	2	\$205.00	\$410.00	\$225.00	\$450.00	\$215.00	\$430.00	\$215.00	\$430.00
Alternat #1 Total			\$3,270.00		\$2,885.00		\$2,734.00		\$2,734.00

Alternate #2		Doty		Fiore		Goodmark		Brightview	
Species	qty	cost	total	cost	total	cost	total	cost	total
Cercis canadensis	3	\$185.00	\$555.00	\$165.00	\$495.00	\$160.00	\$480.00	\$160.00	\$480.00
Gleditsia tri. var. inermis 'Skycote'	1	\$285.00	\$285.00	\$275.00	\$275.00	\$215.00	\$215.00	\$215.00	\$215.00
Quercus bicolor	1	\$295.00	\$295.00	\$260.00	\$260.00	\$237.00	\$237.00	\$237.00	\$237.00
Taxodium distichum 7'	3	\$265.00	\$795.00	\$205.00	\$615.00	\$215.00	\$645.00	\$215.00	\$645.00
Alternate #2 Total			\$1,930.00		\$1,645.00		\$1,577.00		\$1,577.00
Base + Alt 1			\$13,340.00		\$12,690.00		\$11,356.00		\$22,247.20
Base + Alt 2			\$12,000.00		\$11,450.00		\$10,199.00		\$21,090.20
Base + Alt 1 + Alt 2			\$15,270.00		\$14,335.00		\$12,933.00		\$23,824.20

RFP Tally 2022 Tree Planting

Base Bid		Brightview		Apex					
Species	qty	cost	total	cost	total	cost	total	cost	total
Abies concolor	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Acer x freemanii 'Jeffersred'	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Acer rubrum 'Red Sunset'	3	\$343.75	\$1,031.25	\$240.50	\$721.50		\$0.00		\$0.00
Catalpa speciosa	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Celtis occidentalis	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Cercis canadensis	0	\$343.75	\$0.00	\$240.50	\$0.00		\$0.00		\$0.00
Gleditsia tri. var. inermis 'Skycote'	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Gymnocladus dioicus	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Liriodendron tulipifera	2	\$343.75	\$687.50	\$240.50	\$481.00		\$0.00		\$0.00
Ostraya virginiana 2"	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Picea abies 5'	5	\$343.75	\$1,718.75	\$240.50	\$1,202.50		\$0.00		\$0.00
Picea pungens 5'	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Quercus bicolor	4	\$343.75	\$1,375.00	\$240.50	\$962.00		\$0.00		\$0.00
Quercus rubra sub: Burr or Chinkapin	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Syringa reticulata subsp. reticulata	3	\$343.75	\$1,031.25	\$240.50	\$721.50		\$0.00		\$0.00
Taxodium distichum 7'	9	\$343.75	\$3,093.75	\$240.50	\$2,164.50		\$0.00		\$0.00
Tilia americana sub: Redmond	3	\$343.75	\$1,031.25	\$240.50	\$721.50		\$0.00		\$0.00
Ulmus davidiana var. jap. 'Morton'	2	\$343.75	\$687.50	\$240.50	\$481.00		\$0.00		\$0.00
Delivery Fee				LS	\$200.00	included		included	
Base Bid Total			\$13,750.00		\$9,820.00		\$0.00		\$0.00

Alternate #1		Brightview		Apex					
Species	qty	cost	total	cost	total	cost	total	cost	total
Quercus bicolor	6	\$343.75	\$2,062.50	\$240.50	\$1,443.00		\$0.00		\$0.00
Quercus rubra sub: Burr or Chinkapin	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Taxodium distichum 7'	3	\$343.75	\$1,031.25	\$240.50	\$721.50		\$0.00		\$0.00
Ulmus davidiana var. jap. 'Morton'	2	\$343.75	\$687.50	\$240.50	\$481.00		\$0.00		\$0.00
Alternate #1 Total			\$4,125.00		\$2,886.00		\$0.00		\$0.00

Alternate #2		Brightview		Apex					
Species	qty	cost	total	cost	total	cost	total	cost	total
Cercis canadensis	3	\$343.75	\$1,031.25	\$240.50	\$721.50		\$0.00		\$0.00
Gleditsia tri. var. inermis 'Skycote'	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Quercus bicolor	1	\$343.75	\$343.75	\$240.50	\$240.50		\$0.00		\$0.00
Taxodium distichum 7'	3	\$343.75	\$1,031.25	\$240.50	\$721.50		\$0.00		\$0.00
Alternate #2 Total			\$2,750.00		\$1,924.00		\$0.00		\$0.00

Base + Alt 1	\$17,875.00	\$12,706.00
Base + Alt 2	\$16,500.00	\$11,744.00
Base + Alt 1 + Alt 2	\$20,625.00	\$14,630.00