



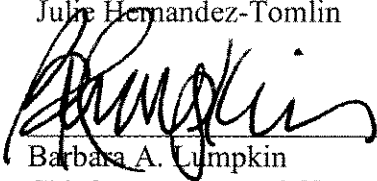
DEPARTMENT OF PROCUREMENT SERVICES

MEMORANDUM

Date: February 2, 2006

To: Brian Murphy, Commissioner
Department of Water Management

Attn: Julie Hernandez-Tomlin

From: 
Barbara A. Lumpkin
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. Based upon information received from members of your staff, I have determined that this procurement is necessary to meet bona fide operating emergencies.

You are hereby authorized to purchase 'Landscaping Services- Summer 2005' in the amount of \$209,669.00 as requested in your letter of May13, 2005. Any amount in excess of the \$250,000.00 approved here will be subject to additional authorization and will be limited so as not to exceed the \$209,669.00 limit established by statute.

cc: Lourdes Nur
Aileen Velazquez
Lorel Blameuser
Claude Humphrey



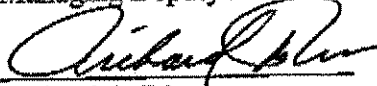


City of Chicago
Richard M. Daley, Mayor
Department of Water Management
Richard A. Rice
Commissioner
Bureau of Water Supply
John F. Spatz Jr.
Deputy Commissioner
Jardine Water Purification Plant
1000 East Ohio Street
Chicago, Illinois 60611
(312) 744-3702
(312) 742-1092 (FAX)
www.cityofchicago.org/watermanagement

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

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



Handwritten signature/initials

DEPARTMENT OF WATER MANAGEMENT EMERGENCY LANDSCAPE SERVICES

PUMPING STATION	DESCRIPTION	UNIT PRICE UNIT	QUANTITY	PRICE
68TH STREET P.S.	Maintenance Service- Labor-spring clean up: remove all leaf litter and debris from lawn and perennial beds to give each premises a groomed, maintain 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	2025
SOUTHWEST P.S.	Maintenance Service- Labor-spring clean up: same as above.	\$35.00 Hr	65	2275
LAKE VIEW	Maintenance Service- Labor-spring clean up : same as above	\$35.00 Hr	35	1225
JEFFERSON P.S.	Maintenance Service- Labor-spring clean up: same as above.	\$35.00 Hr	10	350
CERMAK P.S.	Maintenance Service- Labor-spring clean up: same as above.	\$35.00 Hr	10	350
CHICAGO AVE. P.S.	Maintenance Service- Labor-spring clean up : same as above	\$35.00 Hr	15	525
LEXINGTON P. S.	Maintenance Service- Labor-spring clean up : same as above	\$35.00 Hr	10	350
WESTERN P.S.	Maintenance Services-Labor-spring clean up: same as above.	\$35.00 Hr	35	1225
SPRINGFIELD P. S.	Maintenance Services-Labor-spring clean up: same as above.	\$35.00 Hr	22	770
ROSELAND P.S.	Maintenance Services-Labor-spring clean up: same as above.	\$35.00 Hr	28	980
CENTRAL PARK P. S.	Maintenance Services-Labor-spring clean up: same as above.	\$35.00 Hr	25	875
MAYFAIR P. S.	Maintenance Services-Labor-spring clean up: same as above.	\$35.00 Hr	24	840
	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
CHICAGO AVE. P.S.	Blue grass sod, in place-spring sod repair and install kentucky Bluegrass sod to cover areas of damaged sod that removed	\$12.00 SQ.YD	132	1584
CHICAGO AVE. P.S.	Maintenance Services-Labor spring sod repair & installation: Roto-till and amend soil along Michigan Ave. and Chicago Ave.	\$35.00 Hr	7	245
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	2923.2

DEPARTMENT OF WATER MANAGEMENT EMERGENCY LANDSCAPE SERVICES

Location	Description	Rate	Unit	Frequency	Quantity	Total Cost
JEFFERSON P.S.	Mowing Services-Minimum 1000 sq ft per site-various locations 4 visits per station per month x 7 station x 3 months =84	\$220.00	ea	84	16480	
LEXINGTON P.S.	Same as above		SQ.FT	4263	12/VISITS/3MONTH	
WESTERN P.S.	Same as above		SQ.FT	4000	12/VISITS/3MONTH	
SPRINGFIELD P.S.	Same as above		SQ.FT	39233	12/VISITS/3MONTH	
ROSELAND P.S.	Same as above		SQ.FT	4963	12/VISITS/3MONTH	
CENTRAL PARK P.S.	Same as above		SQ.FT	18000	12/VISITS/3MONTH	
MAYFAIR P.S.	Same as above		SQ.FT	6584	12/VISITS/3MONTH	
			SQ.FT	2335	12/VISITS/3MONTH	
LAKE VIEW P.S.	Mowing Services-minimum 1 Acre per site-various location	\$180.00	ACRE	101.76	18316.8	
SOUTHWEST P.S.	Same as above		ACRE	1.42	12/VISITS/3MONTH	
68TH STREET P.S.	Same as above		ACRE	3.26	12/VISITS/3MONTH	
	Same as above		ACRE	3.8	12/VISITS/3MONTH	
CHICAGO AVE P.S.	Tulip Bulbs Planting: Add White tulips early, Mid and Late season blooming to annual beds, Tulip, assorted, top size, 100/box	\$180.00	ea	12	2160	
	Maintenance-service-labor-broadleaf spray & fertilization 91 visit for spray, 1 for fertilize)	\$35	Hr	110	3850	
CHICAGO AVE P.S.	Same as above		Broadleaf			
LAKE VIEW P.S.	Same as above		Fertilize			
JEFFERSON P.S.	Same as above		2 Hr	2		
SOUTHWEST P.S.	Same as above		6 Hr	6		
68TH STREET P.S.	Same as above		2 Hr	2		
LEXINGTON P.S.	Same as above		18 Hr	18		
WESTERN P.S.	Same as above		12 Hr	12		
SPRINGFIELD P.S.	Same as above		2 Hr	2		
ROSELAND P.S.	Same as above		4 Hr	4		
CENTRAL PARK P.S.	Same as above		2 Hr	2		
MAYFAIR P.S.	Same as above		3 Hr	3		
			2 Hr	2		
			2 Hr	2		
CERMAK P.S.	Maintenance-service-labor-Remove all pioneer trees along the south fence line behind the garage to near grade. Remove debris. No stump grinding	\$35.00	Hr	12	420	
CERMAK P.S.	Maintenance services labor-crown reduce all lilacs along the east, west and south fence lines to 3-4 feet this is the height of the guard rail.					
WESTERN P.S.	Maintenance Services-Labor: Trim all bushes in front	35	Hr	68	2380	
WESTERN P.S.	Maintenance Services-Labor: Trim all bushes in front	\$35.00	Hr	14	490	
WESTERN P.S.	Maintenance Services: Freshen edges along concrete	\$35.00	Hr	18	630	
WESTERN P.S.	Maintenance Services: Trim all bushes in perimeter	\$35.00	Hr	6	210	
WESTERN P.S.	Bedding Plants-Asst Annuals, 4 In pot install various annuals	\$35.00	Hr	14	590	
	Maintenance Services- Labor recut edges and weed beds on south side of pumping station and install mulch to 2 inch depth.	\$9.00	Hr	75	675	
MAYFAIR P.S.		\$35.00	Hr	5	175	

DEPARTMENT OF WATER MANAGEMENT EMERGENCY LANDSCAPE SERVICES

MAYFAIR P.S.	Maintenance Services- Labor -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
MAYFAIR P.S.	Maintenance Services- Labor : remove PJM Rhododendrons on both sides of sidewalk entrance	\$35.00 Hr	1	35
MAYFAIR P.S.	Plant shrubs-deciduous, 24" container: install new deciduous shrubs to replace dead plant material	\$45.00 ea	9	405
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
MAYFAIR P.S.	Maintenance Services-Labor remove weeds trim existing plants, rout edges, and add mulch to the landscape beds flanking the front entry of the pumping station	\$35.00 Hr	8	280
MAYFAIR P.S.	Maintenance Services-Labor clean and instal soil and grass seed to cover miscellaneous problem areas	\$35.00 Hr	4	140
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	1350
MAYFAIR P.S.	Blue Grass Sod (medon) 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

Subtotal \$74,119.00

Description	Unit Price	unit	Quantity	Price
Mowing Services- Minimum 1 Acre per site-JWPP 3 visit/month x 3 months=9 visits @ 13.9 acres each	\$180.00	acre	125.1	\$22,518.00
Mowing Services-Labor Broadleaf spray & Fertilization-JWPP (1visit for spray (70hrs) 1 for fertilize (70hrs)	\$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 each premises 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 to the south of the east filter Building and fill compacted ground, install required topsoil to grade	\$35.00	Hr	10	\$350.00
Blue grass sod, in place spring sod repair and installation: install Kentucky Bluegrass sod to cover areas of damaged sod.	\$12.00	SQ.YD	11	\$132.00

DEPARTMENT OF WATER MANAGEMENT EMERGENCY LANDSCAPE SERVICES

Bedding Plants Assst Perennials, 1 gal pot: in the semi-circle plant bed west of the gatehouse, install Butterfly weed (mixed orange). Vebenaceae Lantana (mixed orange), Rubus Dwarf Coneflower (yellow), orange/yellow coreopsis, and Alyssum (yellow). Plant from tallest plant (Butterfly weed) in the center to shortest plant (Alyssum) 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 Assst 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-Assst Annuals, 4 inch pot in the same 5 of the 9 cement 6.25 ft diameter planters (31sq ft in area each) install Gerber Daisies in between the daylily and Boston Ivy.	\$9.00 EA	10	\$90.00
Bedding Plants Assst 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-Assst 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 between the Columbine and Boston Ivy.	\$9.00 EA	10	\$90.00
Bedding Plants-Assst Annuals, 54flat: in the 4' x 1.5' planters along the lower roadway, install assorted annuals 194 planters 3/4 flat per planter=65	\$90.00 EA	65	\$5,200.00
Bedding Plants-Assst Annuals, 54flat: in the 4' x 4' planters along the lower roadway, install assorted annuals 32 planters 3/4 flat per planter=24	\$80.00 EA	24	\$1,920.00
Bedding Plants-Assst 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-Assst 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	\$18.00 EA	80	\$1,440.00
		Subtotal	\$55,432.00
	Unit Price	Unit	
Moving Services-Minimum 1 Acre per site-SWPP 3visits/month x 3 months= 9 visits @33.1 acres each	\$180.00	Acre	297.9
Maintenance Services-Labor-Broadleaf spray & fertilization-SWPP 1 visit for spray (156hrs) Spray along perimeter fence, atop all basin and reservoirs, along the railroad track, and at all property lawn. Fertilize only lawn areas	\$35.00	Hr	312
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
			\$53,622.00
			\$10,920.00
			\$2,880.00

SOUTH WPP

DEPARTMENT OF WATER MANAGEMENT EMERGENCY LANDSCAPE SERVICES

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 till compacted ground. Install required topsoil to grade.

Blue grass sod, in place-spring sod repair & installation; install Kentucky Bluegrass sod to cover areas of damaged sod

\$35.00 Hr	312	\$10,920.00
\$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 (Merlon), 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.