



Chicago Park District

Legislation Text

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AUTHORIZATION TO ENTER INTO A CONTRACT WITH SHOREWOOD HOME AND AUTO, INC. FOR THE MAINTENANCE AND REPAIR OF LANDSCAPE SPECIFICATION P-15014

To: The Honorable Board of Commissioners of the Chicago Park District

It is recommended that an order be entered authorizing the General Superintendent or his designee to enter into a contract with Shorewood Home and Auto, Inc. for the Maintenance and Repair of Landscape Mowers. The contractor was selected pursuant to a publicly advertised Invitation for Bids. No work may commence and no payment shall be made prior to the execution of a written agreement.

II. Award Information

Contractors: Shorewood Home and Auto, Inc.
1002 W. Jefferson St.
Shorewood, Illinois 60404

Company Type: Illinois Business Corporation

Majority Interest: Marc Moyer 100%

Contract Period: One (1) year initial contract term with four (4) additional one year extension options.

Contract Amount: Not-to-Exceed \$1,093,453.14 for the initial contract term. Expenditures for services under each extension term will be authorized by annual appropriation and subject to each year's budget.

Scope of Services: To maintain and repair landscape mowers on an as needed basis.

Affirmative Action Goals: The Minority- and Women-Owned Business Enterprise participation for this contract include: 25% MBE and 5% WBE.

Authorization: Authorize the General Counsel to include other relevant terms and conditions in the written Agreement. Authorize the General Superintendent to execute the Agreement and the Secretary to attest as to the signing of the Agreement and keep an original copy of the Agreement on file.

III. Budget and Financial Information

Budget Classification: Operating
Fiscal Year: 2015
Source of Funds: 001.8450.8450.623100.00001.01.01.00001

IV. Procurement Information

Specification Number: P-15014

Date Advertised:	March 19, 2015
Date of Pre-bid Meeting:	None
Bid Due Date:	April 16, 2015
Number of Bids Received:	One (1)
Bid Award Detail:	Lowest responsible and responsive bidder

This contract was publicly advertised as an Invitation for Bids (“IFB”), and there were 10 categories for bid and bidders could bid on one, some, or all categories. One (1) bid was received, opened, and read aloud on the bids due date. The Department of Purchasing (“Purchasing”) reviewed the bid and found it to be responsive and compliant. Chapter XI of the Code of the Chicago Park District permits single bid awards where the price submitted was fair and reasonable and where other bidders had a reasonable opportunity to respond. The Department of Cultural and Natural Resources (“DCNR”) reviewed the bid price, noted that the total price increased less than 9% over the last time this contract was bid five years ago, and found the price to be fair and reasonable. Further, the DCNR reviewed the bid from the lowest bidder who is also the incumbent and determined that they are a responsible bidder. Additionally, this IFB was advertised for three weeks and no requests for a time extension were received in Purchasing. Accordingly, the lowest responsive and responsible bidder is Shorewood Home & Auto.

V. Explanation

The Department of Cultural and Natural Resources requires the services of a company to maintain and repair the Chicago Park District’s fleet of landscape mowers on an as needed basis year round. The equipment to be maintained and repaired is essential to the maintenance of parks district wide.

Shorewood Home & Auto has the experience, capacity, and ability to provide all of the services required to service, maintain, and repair the landscape mowers. They have many years’ experience servicing, maintaining, and repairing landscape mowers and are the incumbent with the Chicago Park District. Further, they have the capacity regarding personnel and equipment to provide these services to the standards of the Chicago Park District.

Therefore, it is in the best of the Chicago Park District to award Shorewood Home & Auto the contract to maintain, and repair large landscape mowers.

VI. General Conditions

1. *Conflicts*: No agreement authorized herein shall be legally binding on the Chicago Park District if entered into in violation of the provisions of the Public Officer Prohibited Activities Act, 50 ILCS 105/0.01 *et seq.*
2. *Ethics*: The Chicago Park District’s Ethics Code, Chapter III of the Code of the Chicago Park District, shall be incorporated into and made part of all agreements authorized herein.
3. *Contingent Liability*: Any agreement lawfully entered into for a period of more than one year shall be executory only for the amounts for which the Park District may become liable in succeeding fiscal years pursuant to Section 17(i) of the Chicago Park District Act, 70 ILCS 1505/17(i). All agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year budget.
4. *Economic Disclosure Statement (“EDS”)*: Contractor has submitted a full and complete EDS prior to execution of the contract.