



Chicago Park District

Legislation Text

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AUTHORIZATION TO ENTER INTO A CONTRACT WITH CARDNO USA, INC FOR NATURAL AREAS RESTORATION AND STEWARDSHIP SERVICES SPECIFICATION P-15034

To the Honorable Board of Commissioners
of the Chicago Park District

I. Recommendation

It is recommended that the General Superintendent and CEO or his designee enter into a contract with Cardno USA, Inc for the purpose of providing ecological restoration services throughout the Chicago Park District natural areas. The contractor was selected pursuant to a publicly advertised Request for Proposals ("RFP"). No work may commence and no payment shall be made to vendor prior to the execution of a written agreement.

II. Award Information

Company:	Cardno USA, Inc 6605 Steger Road, Unit 1 Monee, IL 60449
Company Type:	Business Corporation
Majority Interest:	Cardio USA 100%
Contract Type:	Term Agreement
Contract Term:	Two (2) years, with three (3) additional one (1) year extension options.
Contract Amount:	\$2,065,565.00 annually, plus \$2,250,000.00 for grant funded special projects. If extension options are exercised, funding shall be based upon available annual appropriations.
Scope of Services:	Ecological restoration and creation of native habitats within Chicago Park District ("CPD") natural areas.
Affirmative Action Goals:	The Minority and Women Owned Business Enterprise participation for this contract include: 25% minority owned and 5% women owned.
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, Capital, Grant
Fiscal Year:	2016-2021
Source of Funds:	001.8450.8450.626025.00001.01.01.00001 076.8450.8450.627030.BD116.01.01.57205 361.8450.0564.627030.NF001.G4.06.57475 391.8450.0562.627030.CA001.G3.08.56100

IV. Procurement Information

Specification Number: P-15034
Date Issued: January 21, 2016
Number of Proposals Received: Two (2)
Date Proposals Due: February 22, 2016

This contract was publicly advertised as a Request for Proposals (“RFP”). The RFP scope of services had two distinct parts: Aquatic Management Services and Natural Area Restoration and Stewardship Services. Additionally, the RFP included a form wherein proposers were instructed to inform the CPD whether they were submitting their proposals for one or both parts. In other words, the CPD reserved the right to make multiple awards through this RFP.

Two proposals were received on the due date and time, and the Department of Purchasing (“Purchasing”) found both to be responsive and compliant. Further, Cardno indicated they were submitting a proposal solely for Natural Area Restoration and Stewardship Services and the other proposer indicated they were submitting their proposal for Natural Area Restoration and Stewardship and Aquatic Management Services.

The Evaluation Committee (“EC”) was comprised of five (5) voting members, all CPD staff. The EC began their review of the proposals at their first meeting on March 7 where Purchasing distributed the non-financial portions of each proposal to the EC members, and the EC members submitted to Purchasing their signed Confidentiality Affidavits and Evaluation Guidelines. The second EC meeting took place on March 16, 2016 where they discussed the non-financial portions of both proposals, submitted to Purchasing their preliminary scores of the non-financial sections, and received from Purchasing the financial portions for each proposal. The EC also decided to invite each proposer to oral presentations on March 25th. At the third meeting on March 23rd, the EC discussed the financial portions of each proposal. The EC met again immediately after oral presentations and decided to send a request for a Best and Final Offer to both proposers with a March 30 deadline. Purchasing received the Best and Final Offers by the deadline, and they were then reviewed by the EC who scored Cardno the highest for Natural Area Restoration and Stewardship Services and recommended them for award.

V. Explanation

Comprehensive management of the Park District’s Natural Areas began in 2001. Since then, the acreage of natural areas has more than quadrupled. They include lagoons, prairies, wetlands, woodlands, river edges and nature gardens. In total, there are more than 1500 acres classified as natural areas within various CPD parks. This contract covers the maintenance of prairies, woodlands, nature gardens, forests, dunes, wetlands, and nature play spaces, as well as the development of new natural areas. Specific responsibilities covered under this contract include, but are not limited to: removal of invasive species; native planting and seeding, community stewardship support and ecological consulting.

Cardno has the experience, capacity, and qualified personnel necessary to provide natural areas restoration and stewardship services. They have been providing these services for years and their many clients include Village of South Holland, the Frankfort, Illinois Park District, the Northwest Regional Development Authority in Northwest Indiana, and the Illinois Department of Natural Resources. Further, their personnel all have years of experience and are properly certified.

Therefore, it is in the best interest of the Chicago Park District to recommend Cardno USA, Inc. for award of the Natural Areas Restoration and Stewardship Services contract.

VI. General Conditions

- 1) *Conflicts*: The Agreement shall not be legally binding on the Chicago Park District if entered into in violation of the provisions of 50 ILCS 105, the Public Officer Prohibited Activities Act.
- 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 the agreement.
- 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.