

**CIP DESIGN AND ENGINEERING MEMORANDUM**

**# 08-30**

October 23, 2008

**TO:** Honorable Mayor Kathleen M. Novak and City Council Members

**FROM:** James Hayes, Acting City Manager *JH*  
Amy Ward, Acting CIP Design and Engineering Manager *AW*

**SUBJECT:** CR-163, Village Greens I & II Park Improvement Project

**RECOMMENDATION:**

Attached to this memorandum is a Resolution which, if approved would:

- 1) Authorize the Mayor to execute a contract between the City of Northglenn and Landmark Landscapes LLC for the Village Green Park I & II Improvement project including bid alternate 1 in the amount of \$58,975.00 with a 10% contingency of \$5,897.00.
- 2) Authorize the City Manager to approve minor changes in the scope of work and execute relevant change orders up to the approved expenditure limit of \$64,872.00.

Total expenditures for this project would not exceed \$64,872.00 Staff recommends approval of the proposed Resolution.

**BACKGROUND:**

During the past year, three community meetings were conducted to discuss improvements at Village Greens Park I & II with the local residents. Based on the public input from the community meetings the project includes the following: replacing the existing old and deteriorating play equipment with new play equipment; installing new site amenities, new playground surfacing, new playground drainage systems; and planting large shade trees at each park.

On October 1, 2008, the City accepted eight (8) bids for the Village Greens Park I & II Improvement project. The apparent low bidder is Landmark Landscapes LLC with a bid of \$58,575.00 and a bid alternate of \$1,400.00. The base bid of \$58,575.00 includes purchasing and installing two 3" caliber Silver Maple trees. The bid alternate of \$1,400.00 is the cost of installing two 4" caliber Silver Maple trees instead of the 3" caliber trees. During several of the community meetings held, the local residents voiced support of placing larger trees in the parks.

City staff is recommending approval of the base bid with bid alternate 1. By approving bid alternate 1 the City would remove the two 3" caliber Silver Maple trees totaling \$1,000.00 from the base bid and add two 4" caliber Maple trees totaling \$1,400.00 for a total difference of \$400.00. The total cost of the project including the larger trees would be the base bid \$58,575.00 plus the difference in the cost of trees \$400.00 for a total project cost of \$58,975.00.

City Staff has contacted the submitted references and determined the Contractor's past performance is satisfactory. Results of the reference checks are on file at City Hall. Based on the reference checks and review of the bid documents, City Staff recommends that a contract be executed with Landmark Landscapes LLC. Copies of the bid tabulation, the references and the Agreement are attached.

**BUDGET/TIME IMPLICATIONS:**

The budget, as proposed, for the contract is \$64,872.00. Funding is available in the 2008 Capital Improvements Fund account number 410.69235.000.3999.424 in the amount of \$64,872.00.

**STAFF REFERENCE:**

Please contact Amy Ward, Acting CIP Design and Engineering Manager at [award@northglenn.org](mailto:award@northglenn.org), or (303) 450-8837.

SPONSORED BY: MAYOR NOVAK

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-163  
Series of 2008

\_\_\_\_\_  
Series of 2008

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND LANDMARK LANDSCAPES LLC FOR THE VILLAGE GREENS PARK I & II IMPROVEMENTS PROJECT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The Agreement between the City of Northglenn and Landmark Landscapes, LLC, attached hereto, in the amount of \$58,975.00 with a ten percent (10%) contingency of \$5,897.00 for a total amount not to exceed \$64,872.00 for the Village Greens Park I & II Improvements Project is hereby approved and the Mayor is authorized to execute same on behalf of the City of Northglenn.

DATED at Northglenn, Colorado, this \_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
KATHLEEN M. NOVAK  
Mayor

ATTEST:

\_\_\_\_\_  
JOHANNA SMALL, CMC  
Acting City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
COREY Y. HOFFMANN  
City Attorney

## AGREEMENT

**PROJECT NAME: 2008 VILLAGE GREEN PARK I & II IMPROVEMENT PROJECT**

**PROJECT NUMBER: IFB 2008 -35      PROJECT MANAGER: Mark Hofmeister**

**THIS AGREEMENT**, made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the City of Northglenn, hereinafter called "CITY", and Landmark Landscapes LLC., hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the project named:

**"2008 VILLAGE GREEN PARK I & II IMPROVEMENT PROJECT"**

2. The CONTRACTOR will furnish all of the materials, supplies, tools, equipment, labor supervision, and other services necessary for the completion of the PROJECT described herein.

3. The CONTRACTOR will provide performance and payment bonds and a certificate of insurance naming the City as an additional insured for purposes of said project within 10 days after the date of the NOTICE OF AWARD.

4. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of \$58,975.00, or as shown in the BID schedule. The CONTRACTOR will commence the work within 10 calendar days after the date of NOTICE TO PROCEED. The CONTRACTOR will complete the work within 30 working days after the date of NOTICE TO PROCEED unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.

5. The term "CONTRACT DOCUMENTS" means and includes all items as set forth in Section 1.01 of the General Conditions.

6. The CITY will pay to the CONTRACTOR in the manner and at such times as set forth in the General Conditions such amounts as required by the CONTRACT DOCUMENTS.

7. This AGREEMENT shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in TWO copies, each of which shall be deemed an original on the date first above written.

**CITY:**

City of Northglenn  
By \_\_\_\_\_  
Name Kathleen M. Novak  
Title Mayor

**ATTEST:**

Johanna Small, CMC  
Name Acting City Clerk  
Title

(SEAL)

**APPROVED AS TO FORM:**

Corey Y. Hoffmann, City Attorney

(SEAL)  
ATTEST:

Ian McManus  
Name (Please Print or Type)  
Title Secretary

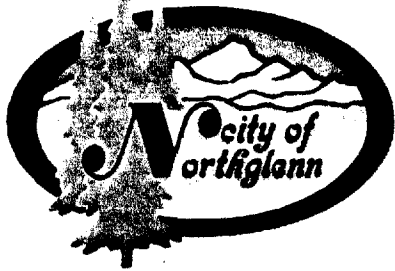
**CONTRACTOR:**

By [Signature]  
Name Eliot Schmidt  
(Please Type or Print)

Title President  
Address 2406 6th Ave  
Greeley CO 80631

**CITY's CONTRACT #** \_\_\_\_\_

Mark Hofmeister  
Print Name of City's Project Manager



**CITY OF NORTHGLENN  
FORMAL BID SUMMARY**

**BID NUMBER: IFB 2008-35**

**PAGE 1 OF 2**

**BID NAME: Village Greens I and II Playground Improvements**

	Arrow-J Landscape & Design, Inc.	Landmark Landscapes LLC	Land Tech Contractors, Inc.	Colorado Total Maintenance	Richard Construction
<b>DATE DUE: 10/01/2008</b>	<b>BID RECEIVED: DATE: 9/30/08</b>	<b>BID RECEIVED: DATE: 10/01/08</b>	<b>BID RECEIVED: DATE: 10/01/08</b>	<b>BID RECEIVED: DATE: 10/01/08</b>	<b>BID RECEIVED: DATE: 10/01/08</b>
<b>TIME: 2:00 P.M.</b>	<b>TIME: 10:10am</b>	<b>TIME: 11:59am</b>	<b>TIME: 1:30PM</b>	<b>TIME: 1:45PM</b>	<b>TIME: 1:50PM</b>
TOTAL	\$74,008.57	\$58,575.00	\$63,694.58	\$69,900.00	\$68,800.00
Add Alternate One	\$899.42	\$1,400.00	\$1,431.02	N/A	\$1,150.00
Illegal Alien	Yes	Yes	Yes	Yes	Yes

W. Crull  
Mayor

Crista Messick  
City Clerk, Deputy

10/01/08  
Date



**CITY OF NORTHGLENN  
FORMAL BID SUMMARY**

**BID NUMBER: IFB 2008-35**

**PAGE 2 OF 2**

**BID NAME: Village Greens I and II Playground Improvements**

	Walsh construction, inc.	SCS. inc	PMA Group, Inc.		
<b>DATE DUE: 10/01/2008</b>	<b>BID RECEIVED:</b>	<b>BID RECEIVED:</b>	<b>BID RECEIVED:</b>	<b>BID RECEIVED:</b>	<b>BID RECEIVED:</b>
	<b>DATE: 10/01/08</b>	<b>DATE: 10/01/08</b>	<b>DATE: 10/01/08</b>	<b>DATE:</b>	<b>DATE:</b>
<b>TIME: 2:00 P.M.</b>	<b>TIME: 11:49am</b>	<b>TIME: 2:00pm</b>	<b>TIME: 2:00pm</b>	<b>TIME:</b>	<b>TIME:</b>
Total	\$ 74,211.00	\$ 100,634.00	\$ 77,725.03		
Add Alternate one	\$ 1,400	\$ 1,544.00	\$ 950.00		
Illegal Alien	Yes	Yes	Yes		

Paul Cravello  
Buyer

Crystal Messick  
City Clerk

10/01/08  
Date

**Reference Check**

Project: Village Greens I & II Parks Improvements  
Consultant/Contractor: Landmark Landscapes LLC  
Date: 10-2-08  
Page 1

<b>Project Name:</b>	<b>Contact for Reference:</b>	<b>Contact Phone Number:</b>	<b>Reference:</b>
Bear Creek Lake Park Campground Improvements	Wayne Kruschke	303-902-5142	Comunication was good, the project was on budget and on schedule.
Fence at Kiwanis Park	Sarah Boyd, City of Greely	970-3364180	Project went real well, the project was simple, but there were no major issues.
Meadow Substation Decorative Wall & Landscaping	Jerry Darmafall, City of Longmont	303-651-8378	They have completed three projects, all three projects have been on schedule and on budget. " would defintey use again"