



To: Dr. Borowicz
From: RJ McGarry
Date: October 13th, 2023
Re: Approval of Bid Recommendation for Three-Year Landscape Maintenance

On September 2nd, 2023, a Request for Proposals (RFP) was circulated for a Three-Year Landscape Maintenance contract. This project includes the following services:

- A spring cleanup before May commencement.
- Monthly maintaining garden beds and tree rings.
- A fall cleanup by the end of October.

The bid opening was held on Thursday, September 28th, 2023 at 10:00 a.m. Two companies submitted bids. The low bidder, GC Designs Inc, had a bid of \$69,750 per year. We worked with the bidder to update their proposal to add a fall cleanup for this year.

2024- \$74,550
2025 - \$69,750
2026 - \$69,750

Approval of the bid from GC Designs Inc at totaling \$214,050 for three years is recommended.



21193 Malta Rd. Malta, IL 60150

Bid Opening Form

Title of Sealed Bid: 3 year landscape maintenance contract

Date: 9-28-23

Purchasing Coordinator: Kris Rissman
(or designee)

Location of Opening: A1301

Time: 10:00 Am

Witness: Chris Bailey

[illegible]