



## RFP 25-7399 Landscaping & Irrigation Services

This Request for Sealed Proposal (RFP) is for the purpose of contracting with a qualified firm to provide Landscaping & Irrigation Services at multiple McHenry County sites, subject to continuing need and availability of funds. All requirements are according to specifications enclosed herein.

**Contact Information.** Direct all inquiries & communication via email to:

Djuana M Leonard, C.P.M., Procurement Specialist,

E-mail: [dmleonard@mchenrycountyil.gov](mailto:dmleonard@mchenrycountyil.gov)

Any communication regarding this Bid or Request between the date of issue and date of award is required to go through the Procurement Specialist listed (or the Purchasing Administrative Specialist). Unauthorized contact with other McHenry County staff or officers may result in disqualification.

ELECTRONIC COMMUNICATION REQUIRED.

### MANDATORY COVER PAGE

COVER SHEET - TYPE or PRINT CLEARLY

Company: Langton Group Contact Person: Kyle Cook

Address: 4510 Dean St. City: Woodstock State: IL

Email Address: kyle.Langtongroup@gmail.com

### SCHEDULE OF EVENTS

|                       |   |
|-----------------------|---|
| June 3, 2024          | RFP available on County website   |
| June 10-June 13, 2024 | <b>ALL properties may be viewed with no prior arrangements, between the hours of 8:00AM-4:00PM CST</b><br><i>No pre-bid or site visits, other than what is stated above, will be offered</i>                            |
| June 13, 2024         | Questions due <b>no later than 12:00PM CST</b><br>Submit via email to: <a href="mailto:dmleonard@mchenrycountyil.gov">dmleonard@mchenrycountyil.gov</a>   |
| June 18, 2024         | Addendum posted on County website no later than 4:00PM CST  |
| June 25, 2024         | Proposals due no later than <b>9:00AM CST</b><br>Submit PDFs via email to: <a href="mailto:dmleonard@mchenrycountyil.gov">dmleonard@mchenrycountyil.gov</a><br>(20mb limit/email. Submit multiple emails, if necessary) |



**COUNTY OF McHENRY**  
 Procurement & Special Services  
 2200 N. Seminary Ave., Woodstock IL 60098  
 E-Mail: purchasing@mchenrycountyil.gov

## New/Update Vendor Information Form

*This is a fillable PDF form. ALL FIELDS ARE REQUIRED. Enter all information, save it to your device, or print. W-9 must be included to complete the vendor onboarding process*

|   |   |  |
|---|---|--|
| 1. INFORMATION TYPE:<br><input type="checkbox"/> New <input checked="" type="checkbox"/> Change/Update  | 2. FEDERAL I.D. # OR SOCIAL SECURITY #:<br>20-3713220   | 3. DATE:<br>6/20/24  |
| 4. BUSINESS NAME & ADDRESS:<br>Langston Group<br>4510 Dean St.<br>Woodstock, IL 60098   |   | 5. REMIT ADDRESS FOR PAYMENTS (if different than Item 4):  |
| 6. STATUS OF OWNERSHIP (Please select at least one):<br><br>Illinois Public Act 102-0265 was approved in August 2021 requiring us to collect Status of Ownership information. This information is collected for reporting purposes only and not vendor selections. Please check any of the following that apply to the ownership of your firm.<br><br><input type="checkbox"/> Prefer not to disclose <input checked="" type="checkbox"/> Not Applicable<br><br><input type="checkbox"/> Minority-Owned <input type="checkbox"/> Women-Owned <input type="checkbox"/> Veteran-Owned <input type="checkbox"/> Small Business |   | 7. HOW ARE YOU CERTIFYING?<br><br><i>This refers to whether your organization has obtained official certification from your home state as a Minority, Women, Veteran-owned, or Small Business. If you have certificates from your state, please attach them &amp; select "Certificates Attached". If not, select "Self-Certifying".</i><br><br><input type="checkbox"/> Certificates Attached<br><br><input checked="" type="checkbox"/> Self-Certifying |
| 8. PRIMARY CONTACT PERSON (Bids/Quotes/Purchase Orders):<br><br>Name: Kyle Cook<br>Official Capacity: Director of Sales<br>Telephone #: 815-338-2630<br>E-Mail: Kyle.Langston@Gmail.com   | 9. PERSONS AUTHORIZED TO SIGN Bids/Offers/Contracts:<br><br>Name: John Langston<br>Official Capacity: VP<br><br>Name: Kyle Cook<br>Official Capacity: Director of Sales |  |
| <p align="center"><b>PLEASE PRINT THIS FORM, SIGN IT, AND SEND IT BACK WITH CERTIFICATES OF OWNERSHIP (unless self-certifying).</b></p>   |   |  |
| 10. I hereby certify that the information supplied herein is true and correct.<br><br><div style="display: flex; justify-content: space-between;"> <div data-bbox="211 1743 779 1848"> <p><u>John Langston VRE president</u><br/>           Print or Type Name and Title</p> </div> <div data-bbox="844 1680 1396 1911"> <p><u></u><br/>           Signature</p> </div> </div>  |   |  |



**COUNTY OF McHENRY**  
**Procurement & Special Services**  
 2200 N. Seminary Ave., Woodstock IL 60098  
 E-Mail: [purchasing@mchenrycountyil.gov](mailto:purchasing@mchenrycountyil.gov)

## Commodity and Service List

*Please select all appropriate categories. Please do not select all.*

- Addressing, Copying, and Duplicating Machine Supplies
- Agricultural Equipment, Implements, Accessories
- Air Conditioning, Heating, Ventilating Equipment, Parts
- Amusement, Decorations, Entertainment, Gifts, Toys
- Appliances and Equipment, Household Type
- Architectural Services, Professional
- Audio Visual Consulting Services
- Automobiles, School Buses, SUVs, Vans
- Automotive Accessories Automobiles, Buses, Trailers, Trucks
- Badges, Awards, Emblems, Name Tags, Plates, Jewelry
- Barrels, Drums, Kegs, Containers
- Boats, Motors, Marine Equipment
- Building Construction Services, New
- Building Maintenance, Installation, and Repair Services
- Cafeteria and Kitchen Equipment, Commercial
- Cafeteria and Restaurant Services
- Chemical Laboratory Equipment and Supplies
- Chemicals and Solvents, Commercial (in bulk)
- Clinical Laboratory Reagents, Tests
- Clothing: Athletic, Casual, Dress, Uniform, Weather, Work Related
- Communications and Media Related Services
- Computer Accessories and Supplies
- Computer Hardware and Peripherals
- Computer Software Microcomputers, Systems, Including Cloud-Based
- Concrete and Metal Products, Culverts, Piling, Septic Tanks, Accessories
- Construction Services, General (Incl. Maintenance Repair Services)
- Consulting Services
- Coolers, Drinking Water (Water Fountains)
- Court Reporting Services
- Data Processing, Computer, Programming, Software Services
- Decals and Stamps
- Draperies, Curtains, Upholstery Material
- Document Shredding Services
- Drugs and Pharmaceuticals
- Educational/Training Services
- Electrical Equipment, Components, Parts, Accessories
- Elevators, Escalators, Moving Walks (Building Type)
- Energy Collecting Equipment, Accessories: Solar, Wind
- Engineering and Architectural Equipment, Surveying Equipment, Drawing
- Engineering Services, Professional
- Envelopes, Plain
- Environmental and Ecological Services

- Environmental Protective Equipment (Inside, Outside)
- Equipment Maintenance Repairs Automobiles
- Equipment Maintenance Repair General Equipment
- Fencing
- Fertilizers and Soil Conditioners
- Financial Services
- Fire Protection Equipment and Supplies
- First Aid and Safety Equipment and Supplies
- Flags, Flag Poles, Banners, Accessories
- Floor Covering, Floor Covering Installation, Removal Equipment
- Floor Maintenance Machines, Parts, Accessories
- Foods, Frozen
- Foods, Bakery Products (Fresh)
- Foods, Dairy Products (Fresh)
- Foods, Perishable
- Foods, Staple Grocery, Grocer's Misc. Items
- Forestry Services
- Forms, Continuous: Computer Paper, Form Labels, Snap-Out Forms
- Fuel, Oil, Grease, Lubricants
- Furniture: Health Care, Hospital and/or Doctor's Office
- Furniture: Laboratory
- Furniture: Office
- Gases, Containers, Equipment, Laboratory, Medical, Welding
- Hand Tools (Powered and Non-Powered), Accessories
- Hardware and Related Items
- Health Related Services
- Hospital, Surgical, Medical Related Accessories, and Sundry Items
- Human Services
- Insurance and Insurance Services
- Janitorial Supplies, General
- Laboratory and Field Equipment and Supplies
- Laundry, Dry Cleaning Equipment, Accessories, Supplies, Commercial
- Laundry, Dry Cleaning Services
- Law Enforcement Services
- Lawn Maintenance Equipment, Accessories
- Library and Subscription Services
- Lumber, Siding, and Related Products
- Machinery and Hardware, Industrial
- Management Services
- Marine, Construction and Related Services, Marine Equipment Maintenance
- Markers, Plaques, Traffic Control Devices
- Mass Transportation - Transit Bus

- Mass Transportation - Transit Bus Accessories, Parts
- Material Handling, Conveyors, Storage Equipment, Accessories
- Metal, Paper, Plastic Stencils and Stenciling Devices
- Moving Services
- Office Supplies, General
- Paper For Office and Print Shop Use
- Pesticides and Chemicals: Agricultural & Industrial
- Plumbing Equipment, Fixtures, Supplies
- Police, Prison, Security Access Equipment, Supplies
- Power Generation Equipment, Accessories, Supplies
- Printing and Typesetting Services
- Public Works and Related Services
- Publications, Audiovisual Materials, Books, Textbooks
- Pumping Equipment, Accessories
- Radio Communication Equipment, Accessories, Supplies
- Real Property; Rental or Lease
- Rental or Lease of General Equipment
- Rental or Lease of Clothing
- Rental or Lease Services of Computers
- Road and Highway Building Materials
- Road and Highway Equipment
- Roadside, Grounds, Recreation, Park Area Services
- Salt (Sodium Chloride)
- Sampling, Sample Preparation Services
- Security, Fire, Safety, and Emergency Services
- Signs, Sign Materials, Sign Making Equipment, Related Supplies
- Signs, Sign Materials, Sign Making Equipment, Related Supplies
- Sporting Goods, Athletic Equipment, Athletic Facility Equipment
- Spraying Equipment
- Steam and Hot Water Boilers, Steam Heating Equipment
- Tanks
- Telecommunication Equipments, Accessories, Supplies
- Television Equipment and Accessories
- Testing and Calibration Services
- Textiles, Fibers, Household Linens, Piece Goods
- Tires, Tubes (Incl. Recapped/Retreaded Tires)
- Transportation Services (Not Otherwise Classified)
- Travel
- Trucks
- Venetian Blinds, Awnings, Shades
- Veterinary Equipment, Supplies
- Water and Wastewater Treating Chemicals
- Water Supply, Groundwater, Sewage Treatment, Related Equipment
- Welding Equipment and Supplies
- X-Ray, Radiological Equipment And Supplies

OTHER / NOT LISTED - Please Describe Below

|  |
|--|
|  |
|  |
|  |



## **REQUEST FOR PROPOSALS (General Terms and Conditions)**

### **DEFINITION**

Request for Proposals (RFP) is a method of procurement permitting discussions with responsible contractor and revisions to proposals prior to award of a contract. Proposals will be opened and evaluated in private. Award will be based on the criteria set forth herein.

### **EVALUATION of PROPOSAL**

The proposals submitted by contractors shall be evaluated solely in accordance with the criteria set forth in the RFP. The Evaluation Committee may conduct discussions with any offeror who submits an acceptable or potentially acceptable proposal. Contractors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. During such discussions, the Evaluation Committee shall not disclose any information derived from one proposal to any other contractor. Criteria may be utilized during the evaluations for development of the short list of Professionals to be considered for interviews or potential negotiations. Professionals are required to address each evaluation criteria in the order listed and to be specific in presenting their qualifications

### **CRITERIA for SELECTION and SUBMISSION REQUIREMENTS**

The following criteria and point system shall be used by the selection team to determine the firm or individual(s) most qualified and best suited to perform the work:

1. **Pricing/Rates** – Complete Cost of Service Contract. Cost of all year's base price + alternates for spring and fall fertilizer and weed control. (“Mandatory Proposal Form, Pricing Pages” [Excel Sheets]) **[0-50 Points]**
2. **Business Profile** – Must have greater than five (5) years in business providing comprehensive landscape, turf, insect & blight control, and proper native plant community maintenance to similar-sized institutional, corporate, and government agencies. (“Mandatory Page Appendix B”) **[0-5 Points]**
3. **Experience** – Must have abilities and specific experience. Proposed staff with specific experience, years in business experience having contracts for services similar to the scope of this RFP. The County is interested in the types of jobs your company performs and any applicable professional licenses. (“Mandatory Page Appendix B”) **[0-5 Points]**
4. **References** - Provide 3 references (“Mandatory Page-References”) from your current (no more than 2 years old) service portfolio and include a brief description of the type of work, type of properties, contact name, contact role within the organization, contact phone, and email. **It is the vendor’s responsibility to ensure references respond to the County, as required.** Those references that are contacted but do not respond will not count toward the total. **[0-10 Points]**
5. **Account Manager** – The County expects Contractor to provide, at no additional cost, a dedicated account manager having experience handling accounts similar to ours. (“Mandatory Page Appendix B”) **[0-5 Points]**



6. Does your company provide services using in-house staff, subcontracting or both. [0-14 Points]  
*Check the appropriate box for each & include completed table in Proposal*

|   | In-house Staff | Subcontractor | Both |
|---|----------------|---------------|------|
| Mowing  | X              |               |      |
| Fertilization   | X              |               |      |
| Spot Herbicide Treatment for pavement and other areas             | X              |               |      |
| Plant removal and Plant replacement                               | X              |               |      |
| Tree and Stump Removal  | X              |               |      |
| Tree application of fungicide or other treatments if/as necessary | X              |               |      |
| Does your company offer organic turf management practices         | yes, X         |               |      |

7. Design and Estimating - Does your company include design and estimate services (at no additional cost) that will help us plan for new or renovated landscape areas with color renderings. Answer above, attach, and submit samples with your proposal. [0-6 Points]

8. Environmental Sustainability – McHenry County is committed to green and sustainable practices and good environmental stewardship. Contractors will be awarded points if they can demonstrate using “Green” practices. (Examples include: utilizing sustainable materials and construction practices, conserving water resources, minimizing waste, minimizing power use, and protecting indoor and outdoor air quality.) Contractors shall provide a Statement of Sustainability to ensure firms are incorporating sustainability into their practices. Please complete “Mandatory Page Appendix A” and include it with the submission. Does your company demonstrate environmental sustainability by adopting sustainable practices such as the following: [0-5 Points]

**Sustainability Statement Instructions:** On the following Sustainability Statement form, provide a clear description of your firm’s sustainable practices, policies, or procedures. These practices may include, but may not be limited to the following categories and examples:

- Sustainable Landscaping, Eco-Friendly Practices** does your firm strive to minimize the impact of its work on the environment by providing innovative landscaping techniques, using efficient equipment, and following environmentally responsible practices. Ability to provide green landscaping techniques, use of environmentally responsible equipment and methods.
- Waste Minimization** within your office or facilities, such as a recycling programs, use of recycled-content materials and reusable cups, limiting printing, electronic document management, instituting green purchasing policies, using green cleaning supplies and practices, or reducing packaging in materials you procure or supply. Integrating zero waste practices into the services provided in this proposal.
- Energy Efficiency** within your office, facilities, or firm, such as lighting retrofits, photo-sensor switches for lighting, effective use of daytime lighting, using Energy Star rated appliances or equipment, using an alternative fuel, or having efficient fleet policies, an anti-idling policy, or indoor temperature management (i.e. turning the thermostat up in the summer and down in the winter).
- Water Efficiency** within the office, facilities, or firm, such as faucet or fixture retrofits, switching from individual bottled water to office water coolers or drinking fountains, and installing drought-tolerant landscaping. Provides water conservation technology services & consultation.
- Carbon Reduction** within the office, facilities, or firm and the equipment used for the services being proposed, use of hybrid fleet vehicles, provides LEED-certified landscape consulting services.



**MANDATORY PAGE**

**Sustainability Statement Form – Appendix A**

This form must be completed & returned with proposal. Additional sheets or statement addressing each item may be included.

Firm Name: Langston Group

**1. Sustainable Landscaping, Eco-Friendly Practices:**

We can Mow using Battery powered Auto mowers

We use Battery powered Blowers, whippers

**2. Waste Minimization:**

~~we~~ we Re-use Debris to make our  
Landscape Material, Mulch, Dirt, Gravel etc...

**3. Energy Efficiency:**

We can set up Solar Panels to power  
Automowers

**4. Water Efficiency:**

Minimize water use

**5. Carbon Reduction:**

We use Automowers to cut with Battery  
powered equipment we are certified  
with A62A



**MANDATORY PAGE**

**Business & Account Manager Form – Appendix B**

This form must be completed & returned with proposal. Additional sheets may be included.

Firm Name: Langton Group

**1. Business Information** (Name & Address of office from which this contract will be administered)

Business Name: Langton Group

Address: 4510 Dean St. City: Woodstock Zip: 60098

Phone: 815-338-2630 Website: www.Langtongroup.com

# Years in Business: 19 # of Employees: 175

**2. Dedicated Account Manager Information**

Include a copy of their Resume with proposal

Name: Kyle Cook

# of Years in Current Position: 3

List applicable professional licenses held: SEMA, A.S.M



## **DESCRIPTION OF WORK AND SPECIFICATIONS**

This Request for Sealed Proposal (RFP) is for the purpose of contracting with a qualified firm to provide Landscaping & Irrigation Services at multiple McHenry County sites, subject to continuing need and availability of funds. All requirements are according to specifications enclosed herein.

From June 10<sup>th</sup> through June 13<sup>th</sup> between the hours of 8:00am-4:00pm, all properties may be viewed with no prior arrangements. This RFP is not subject to prevailing wage.

This is a multi-year proposal. Years 1 and 2 are mandatory and must be included in your proposal. Years 3 and 4 are optional.

- Year 1 is December 1, 2024 - November 30, 2025
- Year 2 is December 1, 2025 - November 30, 2026
- Optional Year 3 is December 1, 2026 - November 30, 2027
- Optional Year 4 is December 1, 2027 - November 30, 2028

### **TURF MAINTENANCE SERVICES:**

1. Mowing of turf lawns is to be done on a weekly basis in the growing season from April 1 through October 31 or as needed in a manner which provides a neat, clean appearance. The frequency of mowing shall be adjusted to weather conditions and rate of growth. Turf shall be maintained at a height of 2 ½" to 3" as conditions dictate. Mowing patterns should be varied where possible. Clippings will be returned to turf areas where possible. Clippings will be removed by bagging if they are excessive or unsightly.
2. If, based upon inspection and mutual agreement, turf replacement is necessary due to damage, etc., the contractor shall provide repair recommendations, complete with costs to the Director of Facilities Management of McHenry County or designee, for review.
3. The contractor shall have in-house capability to monitor turf conditions for insect and disease activity during the season. The contractor will report any unusual insect or disease activity to the Director of Facilities of McHenry County as soon as possible and propose the appropriate solution.
4. Mowing shall include the line trimming of all obstructions (poles, fences, signs, etc.), on a weekly basis, when mowed and shall include all curbs. Curbs and sidewalks are to be edged, as needed, to maintain neat appearance.
5. Clippings on walks and parking areas will be removed upon completion of work or hourly, whichever is less, paying particular attention to areas where the public or employees travel.
6. All weeds and grass will be kept from cracks in walks, parking areas, and curbs. This will be completed throughout the season.
7. Annual ¾" x 4" core aeration of all turf areas shall be completed by October 1 of each year, excluding Klehm Property, Archives, Evidence, Park & Ride, Valley Hi fields, and monthly mowing areas.





**TREATMENTS TO TURF:**

1. All turf areas will be treated twice annually with broadleaf weed control and fertilizer. The timing of these treatments will depend on appropriate weather conditions, turf conditions, and season (normally April and September). Treatments will consist of at least 3 lbs. of applied nitrogen per 1,000 SF of turf per season and will contain some P&K. Care must be taken to prevent drift from herbicide onto Native Plantings or other ornamental plantings to prevent damage.
2. One annual pre-emergent treatment for crab grass.
3. All contractor personnel applying pesticides shall be licensed by the State of Illinois.

**IRRIGATION:**

Annual irrigation start-up is to be completed in the month of April with shut-down completed during the month of September at the McHenry County Administration Building and Valley Hi Nursing Home. Testing of all sprinkler zones must be completed at start-up to verify that each zone is functioning properly and that all heads are working properly with water not spraying sidewalks or buildings unnecessarily. Programing shall be checked so areas used by pedestrians are not running between 5:30AM and 10:00PM.

**SHRUB, TREE AND GROUNDCOVER BED CARE**

1. All Planting beds and tree rings are to be edged and cultivated twice annually. Leveling and straightening mulch beds will be provided as required. All planting and groundcover beds shall be treated or hand-weeded weekly, or as required, to present a neat and weed-free appearance.
2. Mulched beds to be replenished with mulch in the early spring as agreed upon prior by Facilities Management. Volume and mulch price to be itemized independently and costs provided to Director of Facilities.
3. Natural Planting beds shall be allowed to remain standing over the winter and cut back to the ground in the early spring with plant material removed off site. Care must be taken when applying herbicide to avoid drift unto native or ornamental planting beds.
4. All evergreens and deciduous shrubs are to be trimmed at least twice during the growing season to maintain shape and vigor. Trees and shrubs shall have any dead wood removed in the spring and fall season.
5. Trees will have all damaged branches or those that interfere with pedestrian traffic or inhibit car traffic sight lines along with any suckering growth at or near the base of the tree, removed as needed.
6. All evergreens, deciduous shrubs, and flowering beds are to be inspected monthly during the maintenance season for insect and disease activity. The contractor will report any unusual insect or disease activity along with a written plan of correction to the Director of Facilities as soon as possible.



## **OTHER AGREEMENT PROVISIONS**

1. The contractor shall perform spring and fall cleanups which will consist of the removal of all debris, leaves, litter and branches. All trees and shrubs shall be pruned, having all damaged, dead or diseased material removed, as well as any suckering growth.
2. The contractor will remove annual flowers after the initial fall frost. Perennial flowers shall be cut back to the ground in November, after the plants have died.
3. The contractor may be asked to furnish and install flowers, shrubs, and trees at an agreed upon cost to McHenry County. All maintenance including watering of newly installed flowers, shrubs, or trees will be included in the installation cost of those plants.
4. All maintenance work is to be performed by trained, courteous, supervised, uniformed personnel. The foreman or person supervising the maintenance staff shall be English speaking.
5. Landscape debris and litter shall be removed from the site at the end of each day or upon the commencement of work for that day.
6. Contractor should inspect flowerbeds, turf and grounds areas for debris and garbage and remove as required.
7. The following are specifically excluded from the agreement, unless performed under the direction of the Director of Facilities, McHenry County, at an additional cost:
  - Insect and disease control of turf, trees, and shrubs
  - Removal of fallen trees or tree branches due to storm damage
  - Pruning and trimming of trees above the branch height of 15 feet
8. Include, as an alternate, the purchase and installation of mulch, once a year in the spring. Mulch is to have a finished depth of three (3) inches. Price is to be per cubic yard for purchase and installation.
9. The vendor must submit Monthly QC/progress reports to Facilities. Sample QC/Progress report shall be provided during proposal evaluation process.
10. Crews must follow all OSHA standards and provide a copy of their program, upon request.
11. During the proposal evaluation process, the vendor must submit a listing of which part(s) of the contract will be self-performed and which part(s) will be sub-contracted, along with a list of the proposed subcontractors (if applicable).



**McHenry County Sites:**

1. McHenry County Government Center (includes Building A)  
2200 North Seminary Avenue, Woodstock, IL 60098
2. McHenry County Administration Building  
667 Ware Road, Woodstock, IL 60098
3. McHenry County Treasurer's Building  
2100 North Seminary Avenue, Woodstock, IL 60098
4. Klehm Property Storage Facility  
1110 North Route 47, Woodstock, IL 60098  
(weekly mowing around buildings and monthly mowing of field)
5. McHenry County Animal Control/Health Clinic Facility  
100 North Virginia Avenue, Crystal Lake, IL 60014
6. Archive Storage  
15615 Nelson Road, Woodstock, IL 60098  
(weekly mow building perimeter and monthly mowing low mow turf grass)
7. Evidence Storage  
15611 Nelson Road, Woodstock, IL 60098  
(weekly mowing around buildings and monthly mowing inside fenced area)
8. McHenry County Division of Transportation (DOT)  
16111 Nelson Road, Woodstock, IL 60098
9. DOT Park and Ride  
Route 31 and Virginia Avenue, Crystal Lake, IL 60014
10. Valley Hi Nursing Home ("A") and Valley Hi Sewage Plant Area ("B")  
2406 Hartland Road, Woodstock, IL 60098
11. Workforce Network Office Building  
500 Russel Court, Woodstock, IL 60098
12. McHenry County Regional Training Center  
655 Village Hall Drive, Cary, IL 60013



**MANDATORY PAGE  
PROPOSAL PRICING FORM**

We, Langston Group, propose to provide the requested services according to the requirements of this Request for Proposal. We also certify that this written proposal is valid for 120 days from the day of this proposal and the attached information is received and filed by the County of McHenry.

**Refer to the Mandatory Proposal Form, Pricing Pages, Excel Sheet, for a detailed description of the service operation, level of service required, and optional items listed for each facility.**

**List Exceptions to this RFP. If there are no exceptions, write "NONE":**

NONE

**Mandatory Pages Checklist:**

1. Cover Sheet
2. Appendix A
3. Appendix B, plus resume
4. References
5. Proposal Page (this page)
6. Certifications
7. Signature
8. W9
9. Vendor Information Form
- 10-11 Excel proposal form, pricing pages (2 pages)



**MANDATORY PAGE  
REFERENCES**

List three (3) references, other than McHenry County, you have done similar work, service or supplied similar products to within the last twelve (12) months. **Email address required.**

**It is the vendor's responsibility to ensure references respond to the County, as required.**

Entity: DISTRICT 26 Contact Person: Steve Fields

Brief description of the type of work: Landscape Maintenance

Type of properties: Schools

Role: Operations Coordinator Contact Phone: 224-357-5107

Email Address: Steve.fields@ Cary26.org

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Entity: Elk Grove Park District Contact Person: Eliseo Vences

Brief description of the type of work: Landscape Maintenance

Type of properties: Parks

Role: Supervisor Contact Phone: 847-640-1432

Email Address: Evences@elkgrovetparks.org

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Entity: City of Woodstock Contact Person: John Mecklenburg

Brief description of the type of work: Landscape Maintenance

Type of properties: Downtown Square, ROW, Various locations

Role: Supervisor Parks and Streets Contact Phone: 815-338-6118

Email Address: jmecklenburg@woodstockil.gov

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MANDATORY PAGE
CERTIFICATONS PAGE

- I acknowledge to have read, understand, and agree to the Bid or Request Documents Provided for this Bid or Request as posted on McHenry County's Website [X] Yes
I acknowledge to have read, understand, and agree to the policies contained within the McHenry County Purchase Ordinance, Revised November 1, 2023 [X] Yes
I acknowledge I have read, understand, and agree to the Standard Terms and Conditions provided for this Bid or Request as posted on McHenry County's website. [X] Yes
I acknowledge to have read, understand, and agree to all Addenda provided for this Bid or Request as posted on McHenry County's website. [X] Yes
Vendor certifies it has reviewed, completed & submitted the Mandatory County of McHenry Vendor Information Form & W-9 [X] Yes
I acknowledge there to be 11 Mandatory Pages to be completed and submitted for my Proposal to be considered. [X] Yes
Submitter certifies it has not been barred from contracting with a unit of State or Local Government because of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961, as amended. [X] Yes
Vendor certifies it is aware that all contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12) and this Bid or Request [ ] Is Subject to, [X] Is NOT Subject to the Illinois Prevailing Wage Act. [X] Yes
Vendor acknowledges this Bid or Request [ ] Is Subject to, [X] Is NOT Subject to the Employment of Illinois Workers in Public Works Act (30 ILCS 570/3) and will comply with the requirements set forth in this Act. [X] Yes
I acknowledge this Bid or Request [ ] Requires, [X] Does NOT Require a Bid Bond [X] Yes
Bid Security shall be in an amount equal to at least ten percent (10%) of the amount of the Bid except for the Division of Transportation, which should be at least five percent (5%).
Under penalties of perjury, I certify that my correct Federal Taxpayer Identification Number is: 20-3713220
I am doing business as a (please indicate one): [ ] Sole Proprietorship [X] Corporation: State of Incorporation: IL [ ] Partnership [ ] Other
State full names, titles and addresses of all responsible principles and/or partners below and/or Authorized Negotiators:
Name and Title: Joe Langton President
Email: Langtongroup@att.net
Name and Title: John Langton
Email: Langtongroup@att.net



**MANDATORY PAGE  
SIGNATURE PAGE**

I have carefully examined the Bid or Request, Scope of Work, Specifications, and any other documents accompanying or made a part of this Bid or Request. I hereby propose to furnish the goods or services specified. I agree my proposal will remain firm for a period of up to 120 days from due date to allow the County time to evaluate the qualifications submitted. I verify all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify I am duly authorized to submit on behalf of the firm as its act and deed, and the firm is ready, willing, and able to perform if awarded the contract. I further certify, under oath, this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service. No officer, employee or agent of the County of McHenry or any other proposer is interested in said proposal and the Undersigned executed this Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

**Individual/Company/Corporation:** Corporation

**Business Address:** 4510 Dean St.


**City, State and Zip Code:** Woodstock, IL 60098

**Printed Name and Title:** John Langston VPE President

**Signature:**  **Date:** 6/20/24

**Telephone Number:** 815-338-2630 **Email:** Langstongroup@ATT.net

**Witness Printed Name:** Kyle Cook

**Witness Signature:** 

**End of Document**



June 18, 2024

**RFP 25-7399 Addendum 1**  
**Landscaping & Irrigation Services**

**Electronic Proposals due June 25, 2024, no later than 9:00 AM CST**  
(20mb limit/email. Submit multiple emails, if necessary)

**Question 1:**

**Would you provide a copy of the last bid tabulation for this bid?**

**Response: Attached**

A handwritten signature in black ink, appearing to be the initials 'JM' followed by a long, sweeping horizontal stroke.





Account Manager: Kyle Cook

Cell phone: 815-219-6259

Email: [kyle.langtongroup@gmail.com](mailto:kyle.langtongroup@gmail.com)

Experience: Kyle has been managing maintenance accounts for Langton Group for 7 years and is the acting Director of Sales. He has accounts all over the area including the downtown Woodstock square. He also manages multiple properties for McHenry County in the winter including the Government Center.

Kyle can design and provide estimates as well. He will be on site weekly looking to provide services he sees the account will need. For example, dead trees, dead plants, turf repairs etc... He will be communicating when services are to be scheduled such as mowing, fertilizing, mulch, trimming, etc...

He will be the main point of contact for McHenry County for anything they need.

# Request for Taxpayer Identification Number and Certification

**Give Form to the  
 requester. Do not  
 send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**LANGTON SNOW SOLUTIONS, INC.**

2 Business name/disregarded entity name, if different from above  
**LANGTON GROUP**

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC     C Corporation     S Corporation     Partnership     Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

*Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.*

Other (see instructions) ▶ \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
 Exempt payee code (if any) \_\_\_\_\_  
 Exemption from FATCA reporting code (if any) \_\_\_\_\_  
*(Applies to accounts maintained outside the U.S.)*

5 Address (number, street, and apt. or suite no.) See instructions.  
**4510 DEAN ST**

6 City, state, and ZIP code  
**WOODSTOCK, IL 60098**

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type.  
 See Specific Instructions on page 3.

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

or

Employer identification number

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| 2 | 0 | - | 3 | 7 | 1 | 3 | 2 | 2 | 0 |
|---|---|---|---|---|---|---|---|---|---|

*Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.*

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here    Signature of U.S. person ▶ \_\_\_\_\_

Date ▶ 2/12/24

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

#### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.*

| Base Price   |              |              |              |              |                |                 |               |             |              |              |              |              |
|--|--------------|--------------|--------------|--------------|----------------|-----------------|---------------|-------------|--------------|--------------|--------------|--------------|
|  | Gov Ctr      | Admin.       | Treas.       | Klehm        | Animal Control | Archive Storage | Evidence Barn | Russel      | Park & Ride  | DOT          | VH           | JTF          |
| Annual Total Cost; Base Term Year 1:   | \$ 19,881.20 | \$ 6,906.20  | \$ 2,839.90  | \$ 8,891.20  | \$ 4,646.90    | \$ 1,872.00     | \$ 2,352.00   | \$ 2,379.00 | \$ 4,228.00  | \$ 14,368.60 | \$ 16,251.70 | \$ 3,678.00  |
| Annual Total Cost; Base Term Year 2:   | \$ 20,477.63 | \$ 7,113.38  | \$ 2,925.09  | \$ 9,157.93  | \$ 4,786.30    | \$ 1,928.16     | \$ 2,422.00   | \$ 2,450.37 | \$ 4,354.84  | \$ 14,799.65 | \$ 16,739.25 | \$ 3,788.34  |
| Annual Total Cost; Option, Year 3:   | \$ 21,091.96 | \$ 7,326.78  | \$ 3,012.84  | \$ 9,432.66  | \$ 4,929.89    | \$ 1,986.00     | \$ 2,495.00   | \$ 2,523.88 | \$ 4,485.48  | \$ 15,243.64 | \$ 17,241.42 | \$ 3,901.99  |
| Annual Total Cost; Option, Year 4:   | \$ 21,724.72 | \$ 7,546.56  | \$ 3,103.23  | \$ 9,715.64  | \$ 5,077.79    | \$ 2,045.58     | \$ 2,570.09   | \$ 2,599.59 | \$ 4,620.04  | \$ 15,700.95 | \$ 17,758.67 | \$ 4,019.04  |
| <b>TOTAL</b>   | \$ 83,175.51 | \$ 28,892.92 | \$ 11,881.06 | \$ 37,197.43 | \$ 19,440.88   | \$ 7,831.74     | \$ 9,839.09   | \$ 9,952.84 | \$ 17,688.36 | \$ 60,112.84 | \$ 67,991.04 | \$ 15,387.37 |
| <b>OPTIONS - The items listed below are options the County may purchase per facility and are mandatory items</b>   |              |              |              |              |                |                 |               |             |              |              |              |              |
| <b>Optional - MULCH - purchase &amp; install, price per cubic yard delivered and spread</b>  |              |              |              |              |                |                 |               |             |              |              |              |              |
| Annual Total Cost; Base Term Year 1:   | \$ 60.00     | \$ 60.00     | \$ 60.00     | \$ 60.00     | \$ 60.00       | \$ 60.00        | \$ 60.00      | \$ 60.00    | \$ 60.00     | \$ 60.00     | \$ 60.00     | \$ 60.00     |
| Annual Total Cost; Base Term Year 2:   | \$ 62.00     | \$ 62.00     | \$ 62.00     | \$ 62.00     | \$ 62.00       | \$ 62.00        | \$ 62.00      | \$ 62.00    | \$ 62.00     | \$ 62.00     | \$ 62.00     | \$ 62.00     |
| Annual Total Cost; Option, Year 3:   | \$ 64.00     | \$ 64.00     | \$ 64.00     | \$ 64.00     | \$ 64.00       | \$ 64.00        | \$ 64.00      | \$ 64.00    | \$ 64.00     | \$ 64.00     | \$ 64.00     | \$ 64.00     |
| Annual Total Cost; Option, Year 4:   | \$ 66.00     | \$ 66.00     | \$ 66.00     | \$ 66.00     | \$ 66.00       | \$ 66.00        | \$ 66.00      | \$ 66.00    | \$ 66.00     | \$ 66.00     | \$ 66.00     | \$ 66.00     |
| <b>TOTAL</b>   | \$ 252.00    | \$ 252.00    | \$ 252.00    | \$ 252.00    | \$ 252.00      | \$ 252.00       | \$ 252.00     | \$ 252.00   | \$ 252.00    | \$ 252.00    | \$ 252.00    | \$ 252.00    |
| <b>Optional - 3<sup>rd</sup> Round Turf Application - per facility/ Treat all turf areas for Broadleaf Weeds and Slow Release Fertilizer. Application would take place in September, weather permitting.</b> |              |              |              |              |                |                 |               |             |              |              |              |              |
| Annual Total Cost; Base Term Year 1:   | \$ 713.40    | \$ 205.90    | \$ 145.00    | \$ 290.00    | \$ 187.05      | \$ 145.00       | \$ 145.00     | \$ 145.00   | \$ 234.90    | \$ 762.70    | \$ 720.65    | \$ 145.00    |
| Annual Total Cost; Base Term Year 2:   | \$ 734.80    | \$ 212.07    | \$ 149.35    | \$ 298.70    | \$ 192.66      | \$ 149.35       | \$ 149.35     | \$ 149.35   | \$ 241.94    | \$ 785.58    | \$ 742.26    | \$ 149.35    |
| Annual Total Cost; Option, Year 3:   | \$ 756.84    | \$ 218.43    | \$ 153.83    | \$ 307.66    | \$ 198.44      | \$ 153.83       | \$ 153.83     | \$ 158.83   | \$ 249.20    | \$ 809.14    | \$ 764.53    | \$ 153.83    |
| Annual Total Cost; Option, Year 4:   | \$ 779.55    | \$ 224.98    | \$ 158.44    | \$ 316.89    | \$ 204.39      | \$ 158.44       | \$ 158.44     | \$ 158.44   | \$ 256.67    | \$ 833.42    | \$ 787.47    | \$ 158.44    |
| <b>TOTAL</b>   | \$ 2,984.59  | \$ 861.38    | \$ 606.62    | \$ 1,213.25  | \$ 782.54      | \$ 606.62       | \$ 606.62     | \$ 611.62   | \$ 982.71    | \$ 3,190.84  | \$ 3,014.91  | \$ 606.62    |
| <b>Optional - Spruce Rhizospera / Austrian Pine Fungicide (treat all Spruce / Pine throughout property with Rhizospera / Fungicide - May &amp; June Application)</b>   |              |              |              |              |                |                 |               |             |              |              |              |              |
| Annual Total Cost; Base Term Year 1:   | NA           | \$ 419.00    | NA           | \$ 618.00    | NA             | NA              | \$ 419.00     | NA          | NA           | NA           | \$ 618.00    | NA           |
| Annual Total Cost; Base Term Year 2:   | NA           | \$ 431.57    | NA           | \$ 636.50    | NA             | NA              | \$ 431.57     | NA          | NA           | NA           | \$ 636.50    | NA           |
| Annual Total Cost; Option, Year 3:   | NA           | \$ 444.51    | NA           | \$ 655.63    | NA             | NA              | \$ 444.51     | NA          | NA           | NA           | \$ 655.63    | NA           |
| Annual Total Cost; Option, Year 4:   | NA           | \$ 457.85    | NA           | \$ 675.30    | NA             | NA              | \$ 457.85     | NA          | NA           | NA           | \$ 675.30    | NA           |
| <b>TOTAL</b>   | NA           | \$ 1,752.93  | NA           | \$ 2,585.43  | NA             | NA              | \$ 1,752.93   | NA          | NA           | NA           | \$ 2,585.43  | NA           |

|   | Gov Ctr | Admin.      | Treas. | Kiehm       | Animal Control | Archive Storage | Evidence Barn | Russel | Park & Ride | DOT | VH          | JTF |
|---|---------|-------------|--------|-------------|----------------|-----------------|---------------|--------|-------------|-----|-------------|-----|
| <b>Optional - Kiehm Property - Monthly Mow (area shown in red on image)</b>   |         |             |        |             |                |                 |               |        |             |     |             |     |
| Annual Total Cost; Base Term Year 1;  | NA      | NA          | NA     | \$ 955.20   | NA             | NA              | NA            | NA     | NA          | NA  | NA          | NA  |
| Annual Total Cost; Base Term Year 2;  | NA      | NA          | NA     | \$ 983.85   | NA             | NA              | NA            | NA     | NA          | NA  | NA          | NA  |
| Annual Total Cost; Option, Year 3;  | NA      | NA          | NA     | \$ 1,013.37 | NA             | NA              | NA            | NA     | NA          | NA  | NA          | NA  |
| Annual Total Cost; Option, Year 4;  | NA      | NA          | NA     | \$ 1,043.77 | NA             | NA              | NA            | NA     | NA          | NA  | NA          | NA  |
| <b>TOTAL</b>  | NA      | NA          | NA     | \$ 3,996.19 | NA             | NA              | NA            | NA     | NA          | NA  | NA          | NA  |
| <b>Optional - Valley Hi - POND VEGETATION - June &amp; October - Monthly Cut down all the vegetation inside the fence around the pond. Trim the fence line and treat to prevent woody growth</b>  |         |             |        |             |                |                 |               |        |             |     |             |     |
| Annual Total Cost; Base Term Year 1;  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 736.00   | NA  |
| Annual Total Cost; Base Term Year 2;  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 758.08   | NA  |
| Annual Total Cost; Option, Year 3;  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 780.82   | NA  |
| Annual Total Cost; Option, Year 4;  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 804.24   | NA  |
| <b>TOTAL</b>  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 3,079.14 | NA  |
| <b>Optional - Valley Hi - FIELD MOWING - Per Mow</b>  |         |             |        |             |                |                 |               |        |             |     |             |     |
| Annual Total Cost; Base Term Year 1;  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 894.00   | NA  |
| Annual Total Cost; Base Term Year 2;  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 920.82   | NA  |
| Annual Total Cost; Option, Year 3;  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 948.44   | NA  |
| Annual Total Cost; Option, Year 4;  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 976.89   | NA  |
| <b>TOTAL</b>  | NA      | NA          | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 3,740.15 | NA  |
| <b>Optional - Valley Hi Sewage Plant - Herbicide (May to Sept.) Treat the inside and outside fence line with non-select herbicide to control weeds and tree saplings - monthly treatments (May thru September) Cut shrubs or trees back growing into fence.</b> |         |             |        |             |                |                 |               |        |             |     |             |     |
| Annual Total Cost; Base Term Year 1;  | NA      | \$ 1,104.00 | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 1,104.00 | NA  |
| Annual Total Cost; Base Term Year 2;  | NA      | \$ 1,137.12 | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 1,137.12 | NA  |
| Annual Total Cost; Option, Year 3;  | NA      | \$ 1,171.23 | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 1,171.23 | NA  |
| Annual Total Cost; Option, Year 4;  | NA      | \$ 1,206.37 | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 1,206.37 | NA  |
| <b>TOTAL</b>  | NA      | \$ 4,618.72 | NA     | NA          | NA             | NA              | NA            | NA     | NA          | NA  | \$ 4,618.72 | NA  |