



City of Ketchum

### PROCUREMENT MEMO

Meeting Date:  Staff Member/Dept:

Agenda Item:

**Recommended Motion:**

**Summary of Procurement Process:**

Bidder	Bid Price
Bigwood Landscape	Declined
Clearwater Landscaping	\$17,150.00
Webb Landscape, Inc.	\$13,571.04

Low Bid Contractor	Bid Price	Budget Account/Number
Webb Landscape, Inc.	\$13,571.04	03-4193-7100

**Background (if necessary):**

- City is responsible for landscaping repairs and improvements on Sun Valley Road project.
- Work will be performed at the corner of Sun Valley Road and Spruce Avenue on LDS Church disturbed property.
- 

**Sustainability Impact:**

**Attachments:**

1. Webb Landscape Estimate
2. Purchase Order 23119
- 3.

Webb Landscape, Inc.  
162 Glendale Rd  
Bellevue, ID 83313



Office: 208-726-4927  
Fax: 208-726-4767  
www.webblandscape.com

**ESTIMATE**

To: **Sherri Newland** Date: June 30, 2023  
Address: 220 East Avenue, Suite 102, Ketchum, ID 83340 Phone: 208-861-7593  
Billing Info: S&C Associates Email: [snewland@sandcassociates.com](mailto:snewland@sandcassociates.com)

Re: **Sod Repair Along Sun Valley Rd. & Spruce Ave.**

108	<b>MOBILIZATION/DELIVERY FEES:</b>		subtotal	450.00
111	<b>SITE PREPARATION:</b>			
	*Excavate 4"-6" of existing roadmix along the edge of bikepath			
	*12" band of roadmix to remain along path edge			
	*Remove existing sod approximately 5 feet back to allow for a gentle slope to the bikepath			
2	Trash Haul- 12 cubic yards per haul		subtotal	2,106.00
314	<b>GRAVEL PATH EDGE INSTALLED:</b>			
	*Reuse a portion of the existing roadmix to establish a one foot wide roadmix strip along bikepath			
			subtotal	720.00
500's	<b>IRRIGATION ALLOWANCE:</b>			
	*Repair or add sprinklers, if needed, along bikepath			
	*Webb disclaims any prior mainline/wire issues from excavation work			
	*Final cost based on site conditions			
			subtotal	2,500.00
605	<b>PREPARATION FOR SOD/SEED:</b>			
1275	Square Feet of Prep for Sod/Seed to be Installed			
24	Cubic Yards Topsoil			
1	Trash Haul- 12 cubic yards per haul		subtotal	3,217.76
606	<b>LAY SOD</b>			
1275	Square Feet of Sod to be Installed			
3	Pallets of Kentucky Bluegrass Sod MVT (500 sqft)		subtotal	2,715.78
113	<b>SANITARY FACILITIES</b>		subtotal	118.50
114	<b>DETAIL FINISH WORK &amp; CLEAN UP</b>			
1	Trash Haul- 12 cubic yards per haul		subtotal	1,743.00

Thank You,  
Chris Gray  
Project Manager

**JOB TOTAL, ESTIMATED: \$ 13,571.04**

Date: June 30, 2023

To: Sherri Newland

Re: Sod Repair Along Sun Valley Rd. & Spruce Ave.

Plan Set Date:

0  
JOB TOTAL, ESTIMATED: \$ 13,571.04

**OUR COMMITMENT:**

- ▶ Webb maintains the integrity of our brand through accountability for our projects with an emphasis on quality, efficiency, industry best practices and a mindful stewardship of environmental conservation.
- ▶ Webb is committed to our client relationships. We will not be party to dishonesty, distortion, or the misrepresentation of our brand.
- ▶ Webb strives to maintain a positive working relationship with every client by providing the highest level of comprehensive, year round service while sustaining the long term value for your property.

**WEBB LANDSCAPE CONTRACT:**

**WARRANTIES & INCLUSIONS:**

- ▶ 3 year Limited Warranty on all hardscape projects
- ▶ First Season Limited Warranty on all plant material
- ▶ First year irrigation system adjustments and repairs
- ▶ One tree & shrub fertilization for all new plantings at time of installation

**GENERAL TERMS & POLICIES:**

- ▶ Prices reflect the 2023 work season.
- ▶ Estimates are subject to change or cancellation after the end of the current growing season.
- ▶ Winter weather conditions may increase costs.
- ▶ This is a cost estimate based on information and/or plans provided to Webb.
- ▶ Any engineering, permitting, HOA approvals or subcontracted work not listed on this estimate is considered the responsibility of the contracting party.
- ▶ Final costs may vary according to on site changes, actual quantities installed and unknowns such as unforeseen underground conditions/situations.
- ▶ Final billing shall be imposed upon actual quantities used and labor to install.
- ▶ **Due to market conditions, material costs are likely to vary and are subject to change without notice**
- ▶ **Product warranties do not apply to items sourced or supplied by homeowners or agents other than Webb Landscape, Inc.**
- ▶ **No warranty on Douglas Fir, Subalpine Fir, Vanderwolf Pine, all annuals and all perennials.**
- ▶ **First season limited warranty is defined as starting April 1st, ending November 1st.**
- ▶ **The plant warranty only covers the replacement plant material and does not cover labor, equipment, trash or other incidentals**
- ▶ **A deposit of one-third of the estimate total is due prior to the start of the project.**
- ▶ **Invoicing will be submitted on a monthly basis as work progresses.**
- ▶ **A 1.5% monthly finance charge shall be imposed on any portion of account not paid within 30 days of each billing.**

**"Limited hardscape warranty" is defined as:** Original size and type of material. This warranty is not subject to "acts of God" or conditions outside of Webb's control. Including but not limited to floods, fires, vandalism, lightning, earthquakes.

**"Limited plant warranty" is defined as:** Original size and type of material. The warranty only covers a one time replacement per plant. This warranty is not subject to "acts of God" or conditions outside of Webb's control. Including but not limited to floods, fires, vandalism, lightning, deer/elk/rodent damage, diseases or insects that have no controls or cures. It is not intended to cover healthy plants that are perceived as unacceptable due to conditions that may have affected their foliar appearance on a temporary or seasonal basis (e.g. insect damage, leaf spot fungus, hail damage, wind damage, snow loads, graze damage, etc.). Webb will set up proper watering for grow-in of new installs at the time of completion. Changes to that schedule can and will void all warranties should the plant material not survive the grow-in period due to a lack of water. Properties and projects not maintained by Webb during the initial grow-in season may void limited plant warranty.

**ACCEPTANCE:**

The pricing, specifications and conditions are satisfactory and accepted. Webb Landscape, Inc. is hereby authorized to perform the work as specified. Payments shall be made as outlined above.

\_\_\_\_\_  
Responsible Party

\_\_\_\_\_  
Date



**CITY OF KETCHUM**  
**PO BOX 2315 \* 191 5TH ST. \* KETCHUM, ID 83340**  
**Administration 208-726-3841 (fax) 208-726-8234**

**PURCHASE ORDER**  
 BUDGETED ITEM? \_\_\_ Yes \_\_\_ No

**PURCHASE ORDER - NUMBER: 23119**

<b>To:</b> 4344 WEBB LANDSCAPING 162 GLENDALE ROAD BELLEVUE ID 83313	<b>Ship to:</b> CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340
--	---

P. O. Date	Created By	Requested By	Department	Req Number	Terms
06/30/2023	BANCONA	BANCONA	Administration	0	

Quantity	Description	Unit Price	Total
1.00	SUN VALLEY & SPRUCE AVE SOD REPAIR 03-4193-7100	15,000.00	15,000.00
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		15,000.00

\_\_\_\_\_  
 Authorized Signature