



Tree Service Contracts

Bid #10023410-13-Q

Budget and Finance Committee

Presented by:

Park and Recreation Department

Purchasing and Contracting Department

Transportation and Storm Water Department

March 13, 2013

- Action is to request approval to award three tree service contracts that will exceed \$1 million in total cost over five-year period (initial one-year term plus four one-year options to renew):
 - Atlas Environmental
 - Aztec Landscaping
 - West Coast Arborists
- Contracts result from a shared solicitation of tree services across multiple departments

- Consolidation of all tree service contract work was desired by Purchasing and Contracting to achieve economies of scale and reduce costs
- Comparison of proposed tree service contracts and existing/expiring tree service contracts results in an estimated cost savings to be as much as 43% per labor hour on average
- Solicitation for tree services began March 2012 and ended July 2012
- Award proposed in eight sections

Tree Service Contracts

Vendor Name	Recommended Award by Sections Bid
Atlas Environmental	<p>A. Tree Trimming – Public Rights of Way</p> <p>C. Tree Trimming – Parks and Building Grounds</p> <p>G. As-Needed Hourly Services</p> <p>H. Emergency Call-Out</p>
Aztec Landscaping	<p>B. Tree Trimming – Open Space</p>
West Coast Arborists	<p>D. Tree Preservation/Root Barriers</p> <p>E. Tree Removal</p> <p>F. Tree Planting</p> <p>Optional Tree Inventory</p>

- Purchasing Process:
 - Contracts competitively bid per Municipal Code §22.3001
 - Lowest responsive bid in each section recommended for award
 - Vendor required to pay living wage per Municipal Code §22.4201
 - Contract pricing may change annually
 - Living wage rate adjusts each year based on CPI
 - Inflation adjustment
 - Amount not to exceed 5% annually

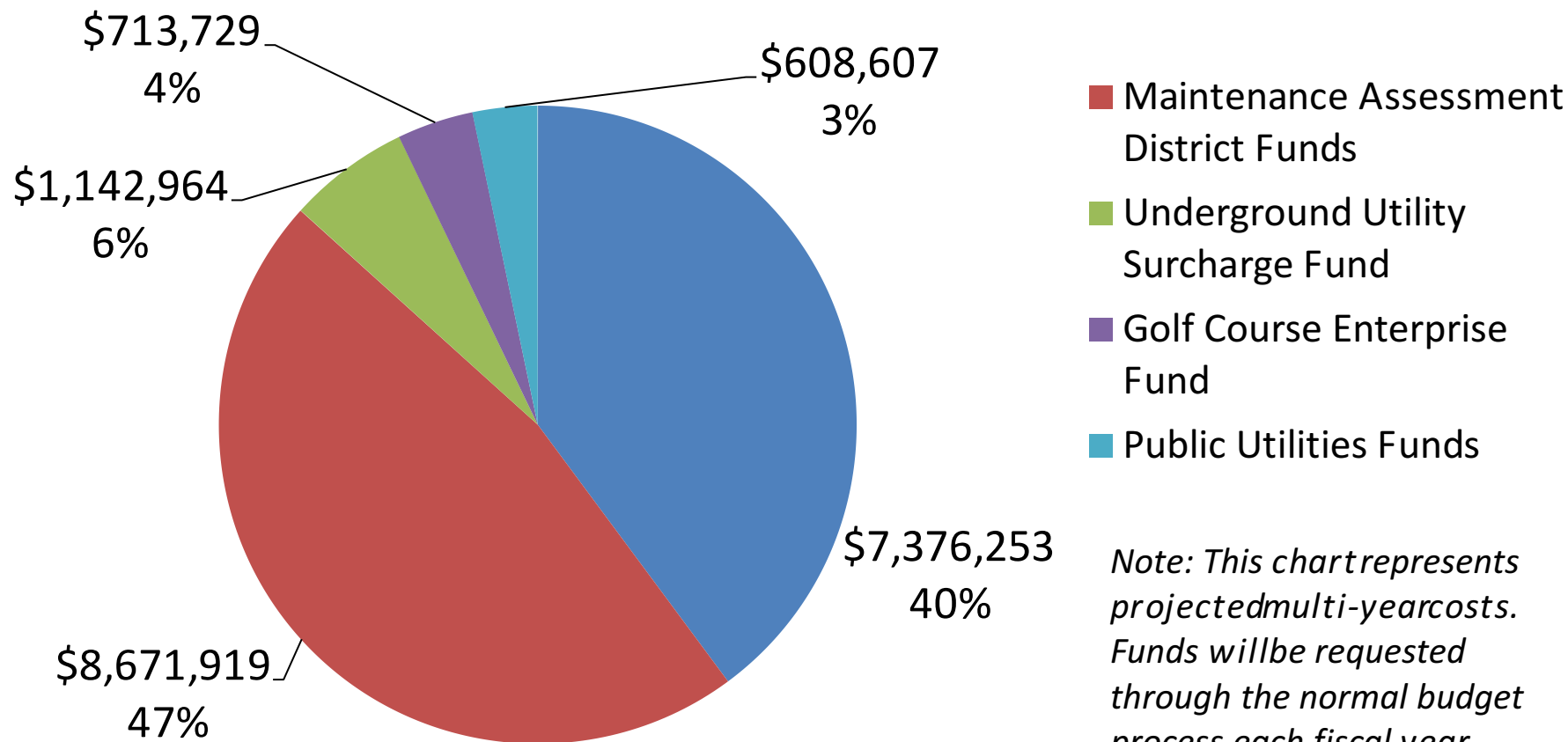
- Purchasing Process:
 - Contract term is up to five years total: initial one-year term plus up to four one-year options to renew
 - Contracts are phase funded – FY 2013 to FY 2018
 - Contracts have not yet been awarded as at least one will exceed \$1 million in the initial contract term; the other contracts will exceed \$1 million in cumulative expenditures in one of the option years
 - Municipal Code §22.3211(d) requires Council approval for contracts exceeding this threshold

Tree Service Contracts

Vendor	FY 2013 Amount	Total Contract Amount FY 2013-2018	Percent
Atlas Environmental	\$1,356,819	\$13,014,040	70%
Aztec Landscaping	\$223,400	\$3,584,859	20%
West Coast Arborists	\$122,816	\$1,914,573	10%
TOTAL	\$1,703,035	\$18,513,472	100%

Budgeted Tree Contract Funding Sources

FY 2013-2018



- User Departments:
 - Library
 - Park and Recreation
 - Public Utilities
 - Real Estate Assets
 - Transportation and Storm Water
- Community Outreach:
 - Community Forest Advisory Board – January 2013
 - Maintenance Assessment District Committees

- Requested Actions:
 - Authorize award of three tree service contracts anticipated to exceed \$1 million
 - Authorize expenditure of funds associated with the contracts for future fiscal year contingent upon future budget approvals