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DEPARTMENT OF  
FINANCE

PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO  
CALIFORNIA

January 3, 1995  
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City Council  
Sacramento, California

Honorable Members In Session:

**SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1651, TREE TRIMMING AND REMOVAL SERVICES IN THE TOTAL AMOUNT OF \$119,984.03**

LOCATION AND COUNCIL DISTRICT

Various Locations in Districts 3, 4 and 6

STAFF RECOMMENDATION

It is recommended that, in the best interest of the City, the City Council adopt the specifications used in the bidding process and accept the lowest responsible bids submitted for the contract resulting from Bid No. 1651 for Tree Trimming and Removal Services. Award is being recommended to Environmental Professional Associates, Ltd. d.b.a. PROVCO, 115 C Street, Marysville, CA for Sections "A", "B" and "D" in the total amount of \$90,654.03; and to Richard's Tree Service, 1235 Oswald Road, Yuba City, CA for Section "C" in the total amount of \$29,330.00.

CONTACT PERSON: Dennis Kerhulas, Senior Buyer, 433-6240

FOR COUNCIL MEETING OF: January 3, 1995

SUMMARY

Attached is a tabulation of sealed proposals received by the City Clerk for furnishing services in accordance with the specifications used in the bidding process, and recommendation of bid award for Bid No. 1651 for Tree Trimming and Removal Services, to be used by the Tree Services Division.

BACKGROUND INFORMATION

In July 1990, the City Council authorized funds for tree trimming and removal services and directed City staff



to prepare a Sacramento Urban Forest Management Plan. The Plan was subsequently developed and approved by Council. The Plan provides recommendations on how the City, private businesses, and homeowners can participate in preserving one of the City's most unique resources. The Plan further focuses on how the City can stretch limited financial resources to provide care for the City's valuable urban forest. This program has been successful since its inception, and has resulted in a significant reduction in the backlog of such services. The previous method of rendering tree trimming and removal services was done on a request/response basis. In some cases, responses for tree trimming or removal services could take as much as twenty four months. Under the Sacramento Urban Forest Management Plan the current program includes the managed block-by-block method. If one tree on a city block requires trimming, the entire block is evaluated for such services. This method has reduced the number of citizen calls, and the response time for such services has been reduced to approximately six months.

Sealed bids (Bid No. 1651) were publicly opened by the City Clerk on November 30, 1994. Awards are being recommended for Sections "A", "B", "C" and "D". Section "E" of this bid has been canceled, and will be re-bid separately.

The following is a summary of the recommendation for contract award:

<u>Bidder</u>	<u>Award Items</u>	<u>Contract Amount</u>
Environmental Professional Associates, Ltd d.b.a. PROVCO 115 C Street Marysville, CA 95901	Sections - A,B & D	\$90,654.03*
Richards Tree Service, Inc. (WBE) 1235 Oswald Road Yuba City, CA 95991	Section - C	\$29,330.00*

\*Contract amount was adjusted to reflect items eliminated from the bid evaluation process because trees were either removed or already trimmed.

#### FINANCIAL CONSIDERATIONS

Funding for Tree Trimming and Removal Services, in a total amount of \$119,984.03, will come from the Tree Services Division, General Fund, and from the City Wide Landscape and Lighting Assessment District.

#### ENVIRONMENTAL CONSIDERATIONS

A Negative Declaration was prepared for the Sacramento Urban Forest Management Plan and ratified by City Council. The adoption of specifications and award of bid as described within this report is consistent with the Urban Forest Management Plan and its associated Negative Declaration. No further compliance with the California Environmental Quality Act (CEQA) is necessary.

POLICY CONSIDERATIONS

This recommendation is consistent with the requirements for competitive bidding as detailed in Title 57 of the Sacramento City Code.

MBE/WBE EFFORTS

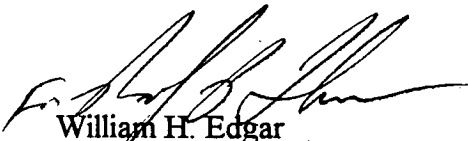
Requests for bid (RFB) were sent to twenty one vendors, five of which are M/WBE firms. The names of the M/WBE firms were obtained from the City bid list and by researching the East Bay Municipal Utility District (EBMUD) Minority and Women Business Enterprise Directory, the City of Oakland MBE/WBE Directory and the State of California, Department of Transportation, DB/WBE Summer 1994 Directory. In addition, the RFB was sent to several bid advertising agencies, including the Small Business Exchange and the Sacramento Minority Business Development Center (NEDA). One bid was received from a City-certified WBE firm (Richard's Tree Service). This vendor is being recommended for award of Section "C" of this bid.

Respectfully Submitted,



Robert B. Holbrook  
Procurement Services Manager

RECOMMENDATION APPROVED:



William H. Edgar  
City Manager

1 Attachment

**BID TABULATION SHEET FOR BID NO. 1651 - TREE TRIMMING AND REMOVAL SERVICES**

<u>Bidder</u>	<u>Terms</u>	<u>Section A</u>	<u>Section B</u>	<u>Section C</u>	<u>Section D</u>	<u>Section E<sup>(3)</sup></u>
Tree Care, Inc.	Net 30 Days	\$47,503.00	\$59,160.00 <sup>(1)</sup>	\$49,176.00	\$41,480.00	No Bid
Davey Tree Expert Co.	Net 30 Days	\$57,464.00	\$91,620.00	\$49,435.00	\$37,270.00	\$113,100.00
Richard's Tree Service (WBE) (Net Bid w/5% M/WBE Preference)	Net 30 Days	\$40,785.00 \$38,745.00	\$54,275.00 \$51,561.25	\$29,330.00 <u>\$27,863.50</u>	\$22,170.00 \$21,061.50	\$ 63,700.00 \$ 60,515.00
Environmental Professional Associates, Ltd., dba Provco	Net 30 Days	<u>\$29,002.12</u>	<u>\$41,665.85</u>	\$33,932.46	<u>\$19,988.06</u>	\$ 21,312.42 <sup>(2)</sup>
Golden Bear Arborists <sup>(1)</sup>	Net 30 Days	\$26,055.00	\$28,390.00	\$23,430.00	\$22,720.00	\$ 22,875.00
West Coast Tree Services <sup>(1)</sup>	Net 30 Days	No Bid	No Bid	No Bid	No Bid	\$ 34,100.00

Award of Contracts To: Sections A, B, and D:  
 Environmental Professional Assoc. dba Provco  
 115 C Street  
 Marysville, CA 95901

Section C:  
 Richard's Tree Service  
 1235 Oswald Rd.  
 Yuba City, CA 95991

Total Award Per Contractor: \$90,654.03

\$29,330.00

Original Estimated Cost: \$160,000.00

Total Amount of Contracts: \$119,984.03

Using Department: Tree Services Division

Due Date: November 9, 1994

Note: The following items were deleted and not factored into the bid evaluation (trees were either removed or already trimmed): 1, 2, 103, 110, 111, 164, 176-178, 185, 214-216, 222, 224, 235, 243, 272, 307, 412, 443, 450, 451, 462-465, 484-488, 622, 623

<sup>(1)</sup> Vendor unresponsive to bid specifications

<sup>(2)</sup> Requested release from bid

<sup>(3)</sup> Section E - Cancelled

Total No. of Bids Solicited	No. of M/WBE Bids Solicited	No. of M/WBE Responses	Award to M/WBE Vendor?
21	5	1	Yes

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