



Passed 1.7

DEPARTMENT OF
GENERAL SERVICES
PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA
January 18, 1994
PS:Admin:94001:RBH:DK:bd

5730 - 24TH STREET
BUILDING FOUR
SACRAMENTO, CA
95822-3699

916-449-5551

PURCHASING
CENTRAL STORES
CENTRAL SERVICES

City Council
Sacramento, California

Honorable Members In Session:

**SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1618,
TREE TRIMMING AND REMOVAL SERVICES, IN THE TOTAL
AMOUNT OF \$141,869.00**

LOCATION AND COUNCIL DISTRICT

Districts 1, 3 and 4

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. 1618 for Tree Trimming and Removal Services. Award is being recommended to Davey Tree, 2317 S. Vasco Road, Livermore, CA, 94550, in the amount of \$105,044.00 and Richard's Tree Service, 1235 Oswald Road, Yuba City, CA 95901, in the amount of \$36,825.00.

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

FOR COUNCIL MEETING OF: January 18, 1994

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. 1618 for Tree Trimming and Removal Services, to be used by the Tree Services Division.



BACKGROUND

In July 1990, the City Council authorized funds for tree trimming and removal services and directed City staff prepare a Sacramento Urban Forest Management Plan. The Management Plan was subsequently developed and approved by Council. The Plan provides recommendations on how both 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 is managed on a block by block method. If one tree on a City block requires trimming, the entire block is evaluated for such services. This 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. 1618) were publicly opened by the City Clerk on October 13, 1993. However, the recommendation to award contract(s) was delayed until the budget review process for FY 93\94 could be completed by the City Council. Council did reduce the budget for tree trimming and removal services; however, due to the low bids received, the funds allocated by the City Council are sufficient to complete this fiscal year's tree trimming and removal requirements.

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

<u>Bidder</u>	<u>Award Items</u>	<u>Contract Amount</u>
Davey Tree 2617 Vasco Road Livermore, CA 94550	Sections A, B, C, D	\$105,044.00*
Richard's Tree Service (WBE) 1235 Oswald Road Yuba City, Ca 95901	Section E	\$ 36,825.00*

*The following items were deleted and not factored into the bid evaluation (trees were either removed or already trimmed): 244, 344, 398, 399, 455, 652, 653 and 654.

FINANCIAL CONSIDERATIONS

Funding for Tree Trimming and Removal Services, in a total amount of \$141,869.00, will be coming from the Tree Services Division, General Fund, and from the City Wide Landscape and Lighting Assessment District.

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-four vendors, four 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, Division of Civil Rights Directory. In addition, the RFB was sent to several bid advertising agencies, including the Minority Business Exchange and the Sacramento Minority Business Development Center. One bid was received from a WBE firm (Richard's Tree Service). This firm is one of the two firms being recommended for award of contracts.

Respectfully Submitted,




Robert B. Holbrook
Procurement Services Manager

Approved:

Ken Nishimoto
Director of Finance

RECOMMENDATION APPROVED:



William H. Edgar
City Manager

BID TABULATION SHEET FOR
BID NO. 1618 -TREE TRIMMING AND REMOVAL SERVICES

<u>Bidder</u>	<u>PROMPT PAYMENT DISCOUNT</u>	<u>SECTION A</u>	<u>SECTION B</u>	<u>SECTION C</u>	<u>SECTION D</u>	<u>SECTION E</u>
Tree Care ⁽¹⁾	1%/20	\$50,922.63	\$55,469.70	\$48,201.12	\$50,532.57	No Bid
Davey Tree	Net 30	<u>\$25,004.00</u>	<u>\$26,595.00</u>	<u>\$26,475.00</u>	<u>\$26,970.00</u>	\$99,070.00
Richard's Tree Service (WBE)	½%/17	\$30,385.00	\$33,255.00	\$27,520.00	\$28,060.00	<u>\$36,825.00</u>
West Coast Arborists	2%/15	\$48,636.00	\$51,562.00	\$49,252.00	\$52,084.00	\$66,550.00
Arbor Care	Net 30	\$40,251.40	\$37,580.10	\$44,284.20	\$40,536.60	No Bid

Total Award of Contracts To:	Sections A, B, C, D	Section E
	Davey Tree 2617 S. Vasco Rd. Livermore, CA 94550 \$105,044.00	Richard's Tree Service 1235 Oswald Rd. Yuba City, CA 95901 \$36,825.00

Original Estimated Cost: \$250,000.00

Total Bid Amounts: \$141,869.00

Total Amount of Contracts: \$141,869.00⁽²⁾

Using Department: Tree Services Division

Due Date: October 13, 1993

⁽¹⁾Total Bid Amounts include ½% prompt payment discount⁽²⁾The following items were deleted and not factored into the bid evaluation (trees were either removed or already trimmed): 244, 344, 398, 399, 455, 652, 653, 654.Total No. of
Bids Solicited

24

No. of M/WBE
Bids Solicited

4

No. of M/WBE
Responses

1

Award to
M/WBE Vendor?

1 of 2 Awards

