

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR RIGHT OF WAY TREE TRIMMING & REMOVAL PROGRAM

BACKGROUND:

The Parks and Recreation Department requires various tree trimming, removal, and stump grinding to be completed annually by a contractor in the right of way. The current fiscal year is the final option year of a five-year contract with LawnPro. Specifications for FY 2019/20 were sent to prospective bidders and bids were due April 15 which are shown in Table 1.

Table 1:

Bidders:	Bid Amount Per Crew Hour	Stump Grinding Cost Per Inch of Stump Diameter
Pitts Lawn & Tree Service, Huxley, IA	\$49.50	\$2.85
LawnPro LLC, Colo, IA	\$51.00	\$2.95
Finco Tree and Wood Service LLC, Kelley IA	\$125.00	\$4.00
Weiss Tree Service, Inc., Nevada, IA	\$140.00	\$6.00
Arborpro Tree Service LLC, Fort Dodge, IA	\$225.00	\$3.40

In addition to the above fees, Pitts listed an additional fee of \$75 per day for equipment rental if working with trees with a diameter in excess of 68 inches. Finco listed an additional fee of \$75 per hour for utilizing a skid loader to move heavy logs. The other three bidders did not list any additional fees. Since there are very few trees in the right of way with a diameter larger than 68 inches, the equipment rental fee from Pitts was considered negligible when evaluating the bids.

When looking at just the Bid Amount Per Crew Hour and the Stump Grinding Cost, Pitts Lawn and Tree Service is low bid on both items. The amount of this contract is to not exceed \$85,000. The FY 2019/20 budget includes \$110,000 for this work.

ALTERNATIVES:

1. Award the contract for the FY 2019/20 Tree Trimming & Removal Program to Pitts Lawn & Tree Service, Huxley, IA, in an amount not to exceed \$85,000.
2. Award the contract for the FY 2019/20 Tree Trimming & Removal Program to one of the other bidders in an amount not to exceed \$85,000.

3. Accept the report of bids and refer back to staff.
4. Reject all bids and attempt to purchase tree trimming on an as-need basis.

MANAGER'S RECOMMENDED ACTION:

The approved FY 2019/20 operating budget for the Parks and Recreation Department includes \$110,000 for tree trimming and removal. The estimated cost of this contract is \$85,000. The City Forester did reference checks on Pitts Lawn and Tree Service and all references had positive comments about their work, timeliness, and responsiveness.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding the contract for the FY 2019/20 Tree Trimming & Removal Program to Pitts Lawn & Tree Service, Huxley, IA, in an amount not to exceed \$85,000.