

ITEM # 23
DATE: 05/23/23
DEPT: P&R

COUNCIL ACTION FORM

SUBJECT: **CONTRACT RENEWAL FOR RIGHT-OF-WAY
TREE TRIMMING & REMOVAL**

BACKGROUND:

The Parks and Recreation Department requires various tree trimming, removal, and stump grinding activities to be completed annually by a contractor in the right-of-way. On May 28, 2019, City Council awarded a contract to Pitts Lawn & Tree Service for the Right-of-Way Tree Trimming & Removal Program for the period of July 1, 2019, through June 30, 2020. This contract also included four optional renewal periods.

The period from July 1, 2023, through June 30, 2024, is the final renewal period. Pitts Lawn & Tree Service indicated a 3% price increase for each renewal period and the prices for the upcoming period are shown below:

Successful Bidder:	Bid Amount Per Crew Hour	Stump Grinding Cost Per Inch of Stump Diameter
Pitts Lawn & Tree Service, Huxley, IA	\$55.71	\$3.21

The amount of this contract is to not exceed \$85,000. The FY 2023/24 budget includes \$120,000 for this work.

ALTERNATIVES:

1. Award the contract renewal for the FY 2023/24 Tree Trimming & Removal Program to Pitts Lawn & Tree Service, Huxley, IA, in an amount not to exceed \$85,000.
2. Do not award the contract renewal and attempt to purchase tree trimming on an as-need basis.

Please note, there will more than likely be an increase in the cost for these services if this option is approved.

3. Do not award the contract renewal and direct staff to solicit bids for FY 2023/24 Tree Trimming & Removal Program.

Please note, this option may leave the City without a contractor for these services for an unknow period of time beyond June 30, 2023.

CITY MANAGER'S RECOMMENDED ACTION:

The approved FY 2023/24 operating budget for the Parks and Recreation Department includes \$120,000 for tree trimming, stump grinding, and removal. The cost of this contract is a not to exceed amount of \$85,000. Staff has been pleased with the work Pitts Lawn and Tree Service has provided to the City specifically over the last four fiscal years. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.