

Agenda Report

Date: December 20, 2004

TO: CITY COUNCIL

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH GEORGE SALINAS COMPANY FOR HARDWOOD PRUNING AND GREAT SCOTT TREE SERVICES INC. FOR PALM TREE PRUNING SERVICES.

RECOMMENDATION

It is recommended that the City Council:

1. Accept the bid dated November 9, 2004 submitted by George Salinas Company in response to specifications for hardwood pruning services for the Department of Public Works;
2. Accept the bid dated November 9, 2004 submitted by Great Scott Tree Services Inc. in response to specifications for palm pruning services for the Department of Public Works;
3. Reject all other bids;
4. Authorize the City Manager to enter into a Contract with George Salinas Company for a period of three years or until \$567,126 is expended, whichever occurs first, with two additional one-year extensions, each not to exceed \$189,042 per year; and
5. Authorize the City Manager to enter into a Contract with Great Scott Tree Services Inc. for a period of three years or until \$320,550 is expended, whichever occurs first, with two additional one-year extensions, each not to exceed \$106,850 per year.

BACKGROUND

The City of Pasadena prides itself on the rich heritage of street and park trees. Pasadena is well known for its tree community, having been awarded a Tree City USA designation for 15 years and Tree City Growth Award for 4 years. The Pasadena urban forest necessitates pruning to ensure the health, safety, and beauty of the trees. By entering into long-term contracts for the pruning of public trees, the City of Pasadena is establishing a pruning cycle for street trees and some park trees, that will improve the health of the urban forest and provide safe conditions for residents, pedestrians and traffic within the city.

There are approximately 55,000 street trees in Pasadena. Approximately 6,000 of these are palm trees and 3,000 are young trees that were planted in the last five years. The remaining 46,000 trees are mature hardwood trees that need to be inspected and pruned on a regular basis for safety, aesthetics and the health of the urban forest. Past budgetary appropriations have provided for the annual pruning of approximately 2,500 trees through contract services. City crews have pruned an additional 6,000 trees. This has limited staff's ability to prune trees on an optimum cycle, resulting in a pruning backlog.

As part of the FY 2005 budget approvals, an additional \$80,000 was authorized by City Council to fund tree pruning through contract services. This additional funding and the approval of these contracts will allow for the pruning of 5,000 hardwood trees and 2,000 palm trees for a total of 7,000 trees pruned annually by contractors. Over the next five years, this additional pruning along with the services provided by City crews, will help eliminate the pruning backlog. In addition, it will help establish optimum pruning cycles for the City's trees.

On October 28, 2004, a Notice Inviting Bids was published in *The Pasadena Journal* and posted on the City's web page. In addition, specifications were mailed to twelve businesses on the Purchasing Division's vendor list. On November 9, 2004, six bids were opened in the City Clerk's office. Of these bids, all bidders except Harnisch Tree Care bid on both Hardwood Tree Pruning and Palm Tree Pruning.

George Salinas Company was the lowest responsive bidder that met all of the required specifications for hardwood pruning. Great Scott Tree Service Inc. was the lowest responsive bidder that met all required specifications for palm pruning.

The bid results are listed as follows:

<u>Bidder</u>	<u>Evaluated Bid Price for Hardwood Pruning</u>
George Salinas Company –Temple City, CA	\$142.00
TruGreen Land Care – Upland, CA	\$232.85
West Coast Arborist – Anaheim, CA	\$238.00
Great Scott Tree Services Inc. – Stanton, CA	\$285.00
United Pacific Services – Anaheim, CA	\$305.00
Harnisch Tree Care –Temple City, CA	No Bid

<u>Bidder</u>	<u>Evaluated Bid Price for Palm Pruning</u>
Great Scott Tree Services Inc. – Stanton, CA	\$280.00
George Salinas Company –Temple City, CA	\$285.00
West Coast Arborist – Anaheim, CA	\$309.00
TruGreen Land Care – Upland, CA	\$539.00
United Pacific Services – Anaheim, CA	\$607.00
Harnisch Tree Care –Temple City, CA	\$680.00

The evaluated bid prices are based on criteria set forth in the specification that uses the average cost per tree and accounts for different types of work and the difficulty involved in maintaining different tree species.

It is recommended that the City Council authorize a contract for an amount not-to-exceed \$567,126, representing an annual cost of \$189,042 to George Salinas Company for the pruning of public hardwood trees for three years from the date of execution by the City. The contract may be extended for a period of up to two additional one-year periods, subject to the approval of the City Manager and without further City Council approval, each not to exceed \$189,042 per year.


It is further recommended that the City Council authorize a contract for an amount not-to-exceed \$320,550, representing an annual cost of \$106,850 to Great Scott Tree Service for the pruning of public palm trees for three years from the date of execution by the City. The contract may be extended for a period of up to two additional one-year periods, subject to the approval of the City Manager and without further City Council approval, each not to exceed \$106,850 per year.

The proposed contracts are in compliance with Competitive Bidding and Purchasing Ordinance P.M.C. 4.08 and the rules and regulations promulgated there under.


FISCAL IMPACT

Sufficient funds are available in the Parks and Natural Resources, Fiscal Year 2005 Operating Budget (budget accounts 8114-101-765210, 8114-101-765100, and 8114-101-765300).


Respectfully Submitted:


CYNTHIA J. KURTZ
City Manager

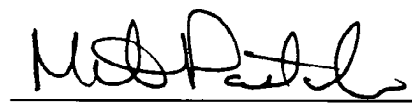
Prepared by:


Kenneth Graham, Public Works Supervisor
Parks and Natural Resources

Reviewed by:


Kathleen Woods, Administrator
Parks and Natural Resources

Approved by:


Martin Pastucha, Director
Department of Public Works