

# Agenda Report

Date: September 20, 2004

**TO:** City Council

**FROM:** City Manager

**SUBJECT:** Authorization to Enter into a Contract with Asplundh Tree Expert Company to provide Powerline Clearance Tree Trimming Services for the Water and Power Department

## RECOMMENDATION

It is recommended that the City Council:

1. Accept the bid dated August 25, 2004, submitted by Asplundh Tree Expert Company in response to Specification LD-04-11 for tree trimming services for the Water and Power Department;
2. Reject all other bids; and
3. Authorize the issuance of a Contract for a period of four years or until \$1,720,000 is expended, whichever occurs first, with two additional one-year extensions, each not to exceed \$430,000 per year.

## BACKGROUND

The State of California, Public Utilities Commission, General Order 95 requires the trimming of trees located in close proximity to overhead distribution lines where the safety and reliability of service may create safety hazards such as service outages. The Specification was prepared specifically for tree trimming to maintain safe power line clearance and has been approved by the Public works Department, Parks and Natural Resources, Forestry Supervisor. Every effort is made to maintain the natural character of the trees trimmed while adhering to the requirements of the law as well as City guidelines for tree trimming. As part of the specification, a tree trimming job supervisor is required to be a certified arborist. In addition, a certified City of Pasadena arborist will conduct periodic inspections to ensure tree trimming operations are in compliance with the specifications and the law.

An average of 7,800 trees are trimmed annually, 80 percent of which are rear property trees. The goal for the Water and Power Department continues to be the trimming of an average 7,800 trees annually.

The existing contract for tree trimming services has expired. Consequently, in order to meet the Department's continuing need, a specification was prepared.

On August 5, 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 August 25, 2004, three bids were opened in the City Clerk's office. Asplundh Tree Expert Company was the lowest responsive bidder that met all of the requirements of the specifications. Trimming costs were, and will continue to be billed on a per hour basis.

The companies with their bid prices are listed as follows:

<u>Bidder</u>	<u>Total Bid Price Per Crew Hour</u>
Asplundh Tree Experts	\$264.39
Davey Tree Surgery	\$269.25
West Coast Arbors	\$423.00

The evaluation was based on a criteria set forth in the specification to determine the average price per crew hour to adjust tops, clear limbs, remove trees, tree branches and brush, prune overhanging branches and maintain proper tree structure.

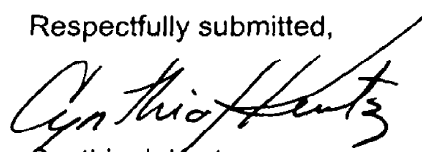
It is recommended that the City Council authorize a labor and service contract for an amount not-to-exceed \$1,720,000 for four years from the date of execution by the City. The contract may be extended for a period of up to two additional one-year periods, each not to exceed \$430,000 per year. The extended contract may increase prices but cannot exceed the increase in Consumer Price Index (CPI) for the Los Angeles County-Riverside-Orange County area for the most recently available 12-month period.

The proposed contract is 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 Power Division's Fiscal Year 2005 Operating Budget: account number 8116-401-843210-0593-20205, Maintenance of Overhead Lines.

Respectfully submitted,




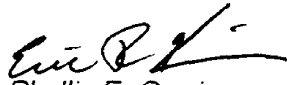
Cynthia J. Kurtz  
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