

COUNCIL ACTION FORM

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

BACKGROUND:

The Parks and Recreation Department has a program that requires tree trimming, removal, and stump grinding to be done annually in the right of way (ROW) by a contractor.

Specifications for FY 2019/20 were sent to prospective bidders and bids were due April 15, 2019, with a contract amount not to exceed \$85,000. Results were as follows:

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 & 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

Pitts Lawn & Tree Service was the low bid for both Bid Amount Per Crew Hour and the Stump Grinding Costs. On May 28, 2019, Council awarded a contract to Pitts Lawn & Tree Service to perform the scope of work. The contract was for the period of July 1, 2019 through June 30, 2020 and included four optional renewal periods.

The period from July 1, 2021, through June 30, 2022, is the second of four optional renewal periods. Each renewal period contains a 3% price increase for each of the tree trimming, removal, and stump grinding services. The estimated cost of this contract including the 3% increase is \$85,000. The approved FY 2021/22 budget includes \$115,000 for tree trimming, removal, and stump grinding services in the ROW.

ALTERNATIVES:

1. Award the contract renewal for the FY 2021/22 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 for FY 2021/22 and rebid the Tree Trimming & Removal Program.
3. Do not award the contract renewal and attempt to purchase tree trimming on an as-need basis.

CITY MANAGER'S RECOMMENDED ACTION:

Pitts Lawn & Tree Service has been performing tree trimming, removal, and stump grinding for the City for almost two years. Staff has found Pitts to be reliable and responsive to service requests. There have been no resident complaints about the service provided by Pitts. The City Forester monitors the work done by Pitts and if there is a need for rework, Pitts takes care of it in courteous and timely fashion.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.