TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENT: PUBLIC WORKS

DATE: FEBRUARY 7, 2005 CMR:147:05

SUBJECT: APPROVAL OF A CONTRACT WITH TRUGREEN LANDCARE IN AN AMOUNT NOT TO EXCEED $325,000 FOR THE 2004-2005 TREE MAINTENANCE PROJECT

RECOMMENDATION
Staff recommends that Council approve and authorize the City Manager to execute the attached contract with TruGreen LandCare (Attachment A) in an amount not to exceed $325,000 for the 2004-2005 Tree Maintenance Project.

DISCUSSION
Project Description
The work to be performed under the contract includes routine pruning, hazardous tree removal and storm damage cleanup of City trees. The primary focus of the project will be routine pruning for clearance and safety in Maintenance Area 5B (see Attachment B). Programmed contract tree maintenance provides a pro-active cycle of basic tree maintenance for the entire city. Should an emergency or other priority situation arise, contract crews from TruGreen LandCare may be utilized in other areas of the city as well. Two crews with trucks and equipment will be required each work day during the first two months of the contract and thereafter three crews with trucks and equipment will be required each work day for the remainder of the contract.

The International Society of Arboriculture (ISA) and American National Standards Institute (ANSI) standards for tree pruning are used as the pruning specifications for this contract. The contract specifies that each contract crew shall have one member that is ISA-certified or equivalent. In addition, the City provides a full time inspector for this project.

Staff has traditionally outsourced programmed contract tree maintenance work to ensure that a specified work force can focus on that year’s maintenance areas. Outsourcing of the work is more economical and frees up City tree maintenance personnel for the greater variety of work they perform including tree removals, tree plantings and tree pruning requests from the rest of the city that is not included in this year’s maintenance area.

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<th>Summary of Bid Process</th>
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<tr>
<td>Bid Name/Number</td>
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<tr>
<td>Proposed Length of Project</td>
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<tr>
<td>Number of Bids Mailed to Contractors</td>
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<td>Total Days to Respond to Bid</td>
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<td>Pre-Bid Meeting?</td>
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<td>Number of Company Attendees at Pre-Bid Meeting</td>
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<td>Number of Bids Received:</td>
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<td>Bid Price Range</td>
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*Bid summary provided in Attachment C.

Staff has reviewed all bids submitted and recommends that the bid of $92 per crew hour submitted by TruGreen LandCare be accepted and that TruGreen LandCare be declared the lowest responsible bidder. The bid is 2 percent above the staff estimate of $90 per crew hour.

Staff confirmed with the Contractor's State License Board that the contractor has an active license on file. The contractor has successfully completed several projects for the City in the past, including most recently the 2003-2004 Tree Maintenance Project.

**RESOURCE IMPACT**
Funds for this Project are included in the FY 2004-2005 Public Works Department Operations Division budget.

**POLICY IMPLICATIONS**
The approval of this contract is consistent with existing policies.

**ENVIRONMENTAL REVIEW**
The recommended action is exempt from review under the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301(h) [maintenance of existing landscape].

**ATTACHMENTS**
Attachment A: Contract
Attachment B: Area Map
Attachment C: Bid Summary
Attachment D: Certification of Nondiscrimination

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