TO:    HONORABLE CITY COUNCIL
FROM:  CITY MANAGER    DEPARTMENT: PUBLIC WORKS
DATE:  FEBRUARY 6, 2006    CMR:129:06

SUBJECT: APPROVAL OF A CONTRACT WITH ASPLUNDH TREE EXPERT
COMPANY IN AN AMOUNT NOT TO EXCEED $325,000 FOR THE 2005-
2006 TREE MAINTENANCE PROJECT

RECOMMENDATION
Staff recommends that Council approve and authorize the City Manager or his designee to execute the attached contract with Asplundh Tree Expert Company (Attachment A) in an amount not to exceed $325,000 for the 2005-2006 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 1 (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 Asplundh Tree Expert Company may be utilized in other areas of the city as well. Three crews with trucks and equipment will be required each work day during the term 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 contracted out for programmed tree maintenance work to ensure that a specified work force can focus on that year’s maintenance area. Contracting out this work is more economical and allows City tree maintenance personnel to perform required work 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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<tr>
<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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<tr>
<td>Total Days to Respond to Bid</td>
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<td>Pre-Bid Meeting?</td>
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Number of Company Attendees at Pre-Bid Meeting | 6  
---|---
Number of Bids Received: | 3*  
Bid Price Range | From a low of $91.00 per crew hour to a high of $158.00 per crew hour.

*Bid summary provided in Attachment C.

Staff has reviewed all bids submitted and recommends that the bid of $91 per crew hour submitted by Asplundh Tree Expert Company be accepted and that Asplundh Tree Expert Company be declared the lowest responsible bidder. The bid is 1 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 two previous Tree Maintenance Projects.

**RESOURCE IMPACT**
Funds for this Project are included in the FY 2005-2006 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

PREPARED BY:  
EUGENE F. SEGNA  
Project Manager

DEPARTMENT HEAD:  
GLENN S. ROBERTS  
Director of Public Works

CITY MANAGER APPROVAL:  
EMILY HARRISON  
Assistant City Manager