TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENT: PUBLIC WORKS

DATE: AUGUST 5, 2002 CMR: 368:02

SUBJECT: AWARD OF CONTRACT TO TRUGREEN LANDCARE IN AN AMOUNT NOT TO EXCEED $125,000 FOR FISCAL YEAR 2002 – 2003 STUMP REMOVAL PROJECT

RECOMMENDATION
Staff recommends that Council approve and authorize the Mayor to execute the attached contract with TruGreen LandCare in an amount not to exceed $125,000 for the Fiscal Year 2002 – 2003 Stump Removal Project.

DISCUSSION
Project Description
The work to be performed under the contract includes the removal of stumps throughout the City and, when necessary, the grinding of excessive surface roots outside the limits of work for stump removal. Staff will identify stumps for removal during the term of the contract and will compile this information into removal lists that will periodically be issued to the contractor. The cost of stump removals for the term of the contract will be in conformance with the unit prices listed in the bid summary (Attachment B). The quantities and sizes of stumps in the Bid Schedule were given for the comparison of bids and are based on historical experience and use.

Bid Process
Invitations for Bid (IFB) for the FY 2002 – 2003 Stump Removal Project were sent on June 20, 2002 to 8 contractors. The bidding period was 20 days. A pre-bid meeting was held on June 25, 2002; five bidders attended the meeting. A single bid from TruGreen LandCare in the amount of $126,250 was received on July 9, 2002 (Attachment B). One contractor not responding indicated that it did not submit a bid for lack of sufficient personnel and equipment to dedicate to the project. Staff has reviewed the bid submitted and recommends that the bid of $126,250 submitted by TruGreen LandCare be accepted and that TruGreen LandCare be declared the lowest responsible bidder. The bid is 1 percent above the staff estimate of $125,500.

The contractor has successfully completed several projects for the City in the past, including the FY 2001 – 2002 Stump Removal Project. Staff also checked with the Contractor’s State License Board and found that the contractor has an active license on file.
RESOURCE IMPACT
Funds for this project are included in the FY 2002-2003 Public Works Department Operations Division budget.

POLICY IMPLICATIONS
The award of this contract is consistent with existing City policies.

ENVIRONMENTAL REVIEW
This project is categorically exempt from provisions of the California Environmental Quality Act (CEQA), and no further environmental review is necessary.

ATTACHMENTS
Attachment A: Contract
Attachment B: Bid Summary

PREPARED BY:______________________________
Eugene F. Segna
PROJECT MANAGER

DEPARTMENT HEAD:______________________________
GLENN S. ROBERTS
Director of Public Works

CITY MANAGER APPROVAL:______________________________
EMILY HARRISON
Assistant City Manager
<table>
<thead>
<tr>
<th>Bid Item</th>
<th>Base Bid Description</th>
<th>Bid Quantity</th>
<th>Unit of Measure</th>
<th>Unit Price</th>
<th>Bid Amount</th>
<th>Unit Price</th>
<th>Bid Amount</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Remove stump; &lt;13” diameter.</td>
<td>70</td>
<td>Each</td>
<td>300.00</td>
<td>21,000.00</td>
<td>0.00</td>
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<tr>
<td>2</td>
<td>Remove stump; 13” – 30” diameter.</td>
<td>120</td>
<td>Each</td>
<td>500.00</td>
<td>60,000.00</td>
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<td>0.00</td>
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<td>3</td>
<td>Remove stump; &gt; 30” diameter.</td>
<td>45</td>
<td>Each</td>
<td>900.00</td>
<td>40,500.00</td>
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<td>0.00</td>
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<tr>
<td>4</td>
<td>Additional root grinding.</td>
<td>40</td>
<td>Hours</td>
<td>100.00</td>
<td>4,000.00</td>
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<td><strong>Project Grand Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>125,500.00</strong></td>
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