



City Council Report

Date: January 28, 2019
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Three-Year Term Contract with Two Years of Renewal Options for Tree Pruning, Removal and Other Related Services for the Parks, Recreation and Community Facilities Department **(Citywide)**

Recommendation

Council is requested to approve the award as recommended.

A committee representing the Parks, Recreation and Community Facilities Department and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the highest scored proposal from West Coast Arborists at \$529,785 plus a 20% contingency of \$105,957, for \$635,742 annually with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract will provide tree pruning, removal and other related services, including emergency services for the Parks Recreation and Community Facilities Department, including Aquatics, Parks and Sports Fields Maintenance, Facilities Maintenance, Cemetery and Golf Course, on an as needed basis. The Contractor will perform safety sensitive responsibilities including emergency tree work related to storm drain and citizen complaints.

The City received two proposals of which both met the minimum qualifications. The committee then evaluated the responses based on the evaluation criteria in the solicitation. Award is being recommended to the highest scored proposal, West Coast Arborists; this proposal best meet the City's requirements. The evaluation committee unanimously agreed on the recommendation.

Purchase Information

Action: Award
Procurement Type: Request for Proposals
Contract Number: 2019033
Local Consideration: Policy did not apply to this procurement method
Protests Received: None
Initial Contract Term: Three years
Possible Renewals: Up to a maximum of two years, renewals subject to Administrative review and approval

Funding Source: Parks, Recreation and Community Facilities Department – Facilities Maintenance operating budget, Enterprise Fund – Golf Course and General Fund – Cemetery

Proposal Responses

Somerset Landscape LLC - Chandler, AZ
West Coast Arborists - Glendale, AZ

Final Scoring

Respondent	200 Points Possible
West Coast Arborists (Recommended)	<u>193.26</u>
Somerset Landscape LLC	149.80