



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: APRIL 2, 2019

DEPARTMENT: PUBLIC WORKS

FROM: DAVID JACOBS, DIRECTOR

BY: BRIAN FRUS, SENIOR ENGINEER

TITLE: AWARD OF STUMP REMOVAL AND TREE MAINTENANCE SERVICES PROJECTS

RECOMMENDED MOTION:

A motion to approve a Resolution awarding both the Stump Grinding and Root Removal Services contract to Tope's Tree Service and the Tree Maintenance and On-call Services contract to both Smith and Enright Landscaping, Inc. and New Image Landscaping Company.

RECOMMENDATION:

Staff recommends that the City Council approve the recommended motion.

EXECUTIVE SUMMARY:

The Stump Grinding and Root Removal Services project uses insurance reimbursement funds to remove tree stumps resulting from damages from the February 2017 storm event. The Tree Maintenance and On-call Services project allows the City to manage routine maintenance of the urban forest and emergency services through a contracted labor force and will be awarded to two contractors. This allows City crews to focus on other tree maintenance tasks and be more responsive in the event of an emergency.

BACKGROUND:

The City of Salinas manages an urban forest of approximately 31,500 trees. Tree pruning at regular intervals is recommended to preserve the health of the existing tree canopy throughout the City. This is typically done on a grid basis, where each grid is approximately 350 trees. The City also finds it of interest to have crews available for on-call emergency services and to dispatch contracted crews for miscellaneous tree maintenance services. The Tree Maintenance and On-call Services contract was drafted as the mechanism to procure these services. Each bidder was asked to submit costs for pruning of one tree grid along with a line item costs for a set list of typical tree maintenance services, crew rental and special equipment rental. The sum of all items comprised the basis of bid award. The contract will be awarded to two contractors that submitted the lowest bids. The Base Term of the Contract is three years. There are two bilateral option terms. Both

parties, City and the Contractor, will have the option to extend the Contract for an additional two-year term. The Contractor may withdraw from the Contract: (1) on the first anniversary of the Contract; or (2) the first anniversary of the option period. Note that the bid amounts in this case do not comprise the entire contract amount. While each contractor was guaranteed a minimum of \$25,000 worth of work, the total amount of work that may be awarded in a single year will be dependent on the corresponding annual budget.

During the storm of February 2017, hundreds of trees were lost due to tremendous winds. These losses added to the existing tally of tree stumps and another several hundred dead trees. The Stump Grinding and Root Removal contract addresses the removal of 381 tree stumps in City parks and street right of ways. Award was based on the lowest lump sum cost to perform the work to a single contractor.

BID RESULTS - TREE MAINTENANCE

Contractor	Total Base Bid
New Image Landscape Company	\$24,220.00
Smith and Enright Landscaping, Inc	\$28,275.90
West Coast Arborist	\$38,332.00
Tope's Tree Service	\$80,610.00
Community Tree Service, Inc	\$172,481.00

BID RESULTS - STUMP GRINDING

Contractor	Total Base Bid
Tope's Tree Service	\$53,220.00
Ray's Stump Removal	\$85,599.87
West Coast Arborist	\$131,445.00
New Image Landscape Company	\$162,588.00

The two lowest bidders for the Tree Maintenance contract are New Image Landscape Company and Smith and Enright Landscaping, Inc., with total base bids of \$24,220 and \$28,275.90 respectively. The lowest bidder for the Stump Grinding contract is Tope's Tree Service with a total base bid of \$53,322.

Work on both projects could begin later this month depending on weather and availability of contractors. While the Tree Maintenance contract is ongoing the Stump Grinding Project completion is anticipated to be July 2019.

CEQA CONSIDERATION:

Categorically Exempt: The City of Salinas has determined that the project is exempt from the California Environmental Quality Act (CEQA) Guidelines. (Section 15301 (a)(d)(f), Class 1)

because the project proposes the rehabilitation of an existing public facility that will not expand beyond the existing limits.

STRATEGIC PLAN INITIATIVE:

Trees directly improve the Quality of Life for Salinas residents. Detailed information about the benefits trees provide is provided on the City's web site, linked below:

<https://www.cityofsalinas.org/our-city-services/public-works/water-waste-energy/neighborhood-vibrancyurban-greening/salinas-trees/why-trees-matter>

DEPARTMENTAL COORDINATION:

Public Works has coordinated its Urban Forestry Program with the Department of Library and Community Services to assure that the use of City's parks corresponds with the quality of the park's urban canopy. Salinas Urban Forestry relies on various Public Works functions.

FISCAL AND SUSTAINABILITY IMPACT:

The current budgets for Fiscal Year 2018-19 Stump Grinding and Root Removal Services and the Tree Maintenance and On-call Services projects are as follows:

FY 18-19					
Project	CIP Number	Funding Source	Appropriations	Spent or Encumbered as of 3/15/19	Available Budget
Tree Maintenance	Street Tree Trimming - 9237	Measure G	\$413,194	\$39,977	\$373,217
Tree Maintenance	Street Trees - 9105	Gas Tax	\$175,000	\$18,975	\$156,025
Tree Maintenance		Total	\$588,194	\$58,952	\$529,242
Stump Grinding	Tree Replacement- Storm Damage - 9183	Insurance Reimbursement	\$200,000	\$21,050	\$178,950
Stump Grinding		Total	\$200,000	\$21,050	\$178,950

The estimated total cost for the Stump Grinding and Root Removal Services project based on the lowest bid received, is \$73,444 including inspection, contingencies, and administration:

Construction Cost

Base Bid	\$53,220
Contingencies (15%)	\$7,983
Admin. Overhead (15%)	\$7,983

Inspection/Construction Admin. (8%)	<u>\$4,258</u>
Total Estimated Project Costs	\$73,444

There are sufficient funds to complete the project based on the above figures.

As mentioned above, the Tree Maintenance and On-Call Services contract will be awarded to two contractors. There is a total available funds of \$529,242 in two projects of which \$484,342 can be available for outside services and to fund these services for Fiscal Year 2018/19. However, this will require a transfer of funds within CIP 9105 in the amount of \$146,025 from 5800.50.9105-63.6010 (Salaries and Benefits) to 5800.50.9105-63.4900 (Outside Services).

ATTACHMENTS:

- Resolution
- Bid Tabulation Sheets – Attachment A