

AGENDA



Thursday, October 18, 2007

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 26

Subject: Authorize award, negotiation, and execution of a 12-month requirements service contract with ARBORPRO URBAN FOREST MGT., Anaheim, CA, for a study to perform a 100% survey of City trees within main transit corridors and specified City Parks in an amount not to exceed \$92,000.

Amount and Source of Funding: Funding is available in the Fiscal Year 2007-2008 Operating Budget of the Austin Energy Department.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Dolores Castillo, Sr. Buyer /322-6466

Purchasing Language: Best evaluated proposer of two proposals received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority Owned and Women Owned Business Enterprise Procurement Program) No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

Boards and Commission Action: Recommended by Urban Tree Task Force.

The City of Austin chartered an Urban Tree Task Force that was tasked with identifying urban forestry concerns that needed to be addressed by the City. The Task Force determined a study should be undertaken by the City to determine the costs and variables associated with a City tree inventory. The study will assist in determining how to implement future tree inventory systems, and will give the City a snapshot of the current health and needs of the Urban Forest as it relates to the City's infrastructure.

This contract will provide Austin Energy with a qualified firm experienced in the area of urban forestry program planning and implementation to accomplish a tree inventory study. The study will provide to the City a detailed report and supporting data that will provide a count of the trees in the specified Transit Corridors and Parks. The contractor will provide necessary personnel, software, and hardware to complete the study. The contractor will also be responsible for providing skilled personnel experienced in urban tree inventory systems and will assist in any training and implementation phases to perform future inventories.

This contractor recently completed a tree inventory for The University of Texas and will have personnel which are familiar with the Austin area and the tree concerns that are facing the urban areas.

MBE/WBE Solicited: 4/2

MBE/WBE Bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Thirty-five notices were sent, including four MBEs and two WBEs. Two proposals were received, with no response from the MBEs/WBEs.
- c. This is the first contract for these type services; therefore, there is no price history available.

APPROVAL JUSTIFICATION

- a. Best proposal received.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.