AUSTIN CITY COUNCIL

AGENDA



Recommendation for Council Action (Purchasing)

Austin City Council	**Item ID:**	19222	**Agenda Number**	41.

Meeting Date:	October 18, 2012
Department:	Purchasing

Subject

Authorize award and execution of a 36-month requirements service contract with AUSTIN ARBORIST COMPANY, dba AUSTIN TREE EXPERTS; FOREVER GREEN TROPICALS PLANT LEASING, INC., dba FOREVER GREEN; RIOS TREE SERVICE, INC.; and UNITY CONTRACTOR SERVICES, INC. (MBE/MB), or one of the other qualified bidders for IFB-BV No. SAP0135, to provide tree-trimming and removal services for various City Departments in an estimated amount not to exceed $3,602,000 each and combined, with three 12-month extension options in estimated amounts not to exceed $1,286,100 for the first extension option, each and combined; $1,332,405 for the second extension option, each and combined; and $1,381,025 for the third extension option, each and combined; for a total estimated contract amount not to exceed $7,601,530 each and combined.

Amount and Source of Funding

Funding in the amount of $96,667 is available in the Fiscal Year 2011-2012 Operating Budget of various City Departments. Funding for the remaining 35 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Best evaluated bids received.
Prior Council Action:	
For More Information:	Sharon Patterson, Senior Buyer, 974-2995
Boards and Commission Action:	Recommended by the Urban Forestry Board. To be reviewed by Water and Wastewater Commission on August 8, 2012. Recommended by the Austin Airport Advisory Commission.
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.

Related Items:	

Additional Backup Information

This contract will provide tree-trimming and removal services for the City's forest, medians, roads, right-of-ways, line-of-sight maintenance and clearance, stormwater facilities and associated structures, drainage utility easement, and other City properties. The main objectives of this contract are to provide for the safety of people and property; to preserve trees and to maintain them in a healthy and vigorous condition; to maintain the efficient operation of storm-water facilities; and to maintain the aesthetics of both the trees and the environment.

Trees located on street right-of-ways and medians will be managed by the Street & Bridge Division of the Public Works Department operating under the authority of the City's Urban Forester. Trees located in or adjacent to storm-water facilities and drainage utility easements will be managed by the Watershed Protection Department and under the authority of the City's Urban Forester. The City's Urban Forester shall administer and enforce all management of work on all other trees located within the City's urban forest.

Using historical work-order data, the City was divided into four zones so that all zones represented, as much as possible, an equal amount of work. Work within each zone will be performed on an as-needed basis.

In order to determine the best-value to the City, evaluation criteria included cost for specified line items, relevant experience, number of Arborists and/or Degreed Urban Foresters employed by Bidder, number of full-time work crews, Bidder's environmental/Sustainable plans and equipment, and Bidder's local business presence.

This request allows for the execution of a contract with bidders, who provide the best value to the City, that Council selects. If these bidders do not execute a contract with the City, staff will return to Council so that Council may select another best value bidder and authorize a contract with this bidder.

MBE/WBE solicited: 16/6 MBE/WBE bid: 1/1

PRICE ANALYSIS

a. Adequate competition.
b. One hundred fifty-four notices were sent, including 16 MBEs and 6 WBEs. Five bids were received including one MBE and one WBE. There were twenty on-line subscribers to the solicitation, including one MBE and one WBE.
c. This is the first contract to serve all City Departments for tree-trimming and removal services; therefore, a price comparison cannot be made.

APPROVAL JUSTIFICATION

a. Best evaluated bids of five bids received.
b. The Purchasing Office concurs with the recommended awards from the Public Works Department-Street & Bridge Division, Watershed Protection Department, and the Parks and Recreation Department.
c. Advertised in the Austin American-Statesman and on the Internet.

ZONE 1: Evaluation Matrix		Company Name				
Description	Points Available	Forever Green Austin, Texas	Austin Tree Experts Austin, Texas	Rios Tree Service Inc. San Antonio, Texas	Unity Contractor Services, Inc. (MBE) Austin, Texas	Brown and Green Tree Care and Consulting (WBE) Austin, Texas
Most Frequently Used Services	55	18	17	55	38	13
Relevant Experience of Firm	10	10	9	10	10	7.5
No. of Arborists and/or Degreed Urban Forester	10	2.5	7.5	2.5	10	10
No. of full-time work crew	5	1	1	5	1	1
Company's Environmental/ Sustainability Plans and Equipment	10	5	7	6	8	4
Local Business Presence	10	0	0	0	10	0
TOTAL SCORE	100	37	42	79	77	36

ZONE 2: Evaluation Matrix		Company Name				
Description	Points Available	Forever Green Austin, Texas	Austin Tree Experts Austin, Texas	Rios Tree Service Inc. San Antonio, Texas	Unity Contractor Services, Inc. (MBE) Austin, Texas	Brown and Green Tree Care and Consulting (WBE) Austin, Texas
Most Frequently Used Services	55	25	25	0	55	19
Relevant Experience of Firm	10	10	9	0	10	7.5
No. of Arborists and/or Degreed Urban Forester	10	2.5	7.5	0	10	10
No. of full-time work crew	5	5	4	0	5	5
Company's Environmental/ Sustainability Plans and Equipment	10	5	7	0	8	4
Local Business Presence	10	0	0	0	10	0
TOTAL SCORE	100	48	52	0	98	45

* Rios Tree Service, Inc. is being recommended for award of Zone 1 and therefore cannot be considered for award of other zones.