



**Purchasing Supply Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 43
AGENDA DATE: Thu 05/27/2004
PAGE: 1 of 2**

SUBJECT: Authorize execution of a 12-month supply agreement with SHADES OF GREEN (WBE/FR-100%), Austin, TX, for large locally grown trees in an amount not to exceed \$100,722, with four 12-month extension options in an amount not to exceed \$100,722 per extension option, for a total agreement amount not to exceed \$503,610.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$33,574 is available in Fiscal Year 2003-2004 Amended Operating Budget for the Electric Utility Department. Funding for the remaining eight 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.

REQUESTING Purchasing
DEPARTMENT:for Austin Energy;

**DIRECTOR'S
AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Carole M. Martindale, Purchasing Manager/322-6155

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Lowest bid of two bids received.

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 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.

This contract will provide a stable source of locally grown trees for various improvement projects throughout the City. The purchase of trees is part of the Urban Heat Island Initiative, the purpose of which is to mitigate the additional heat generated and radiated from buildings, pavement, non-reflective roofing materials, and vehicles in an urban environment. The center of a city may be 6-8 degrees hotter than the surrounding areas that are less developed. Trees can help reduce the temperature by providing shade and transpiration.

There are 20 different varieties of trees that may be purchased through this agreement, including, but not limited to several types of oak, elm, cypress, magnolia, maple, and Chinese pistache. The majority of the trees in this contract are 5 inch caliper trees selected for their appropriateness for planting in the downtown area. These large trees will be used in the Great Streets corridors and on the eastern perimeter of the School for the Deaf. There are two Texas persimmons that are of a smaller caliper included in this contract that will be planted at the new City Hall.

This contractor will be responsible for locating, tagging, caring for, and preparing the trees for delivery to the Capital Improvement Project (CIP) site. The large tree contractor will be given 90-days notice prior to the desired delivery date for each tree planting. Actual delivery of the trees, planting and post-planting care of the trees will be the responsibility of the CIP contractor hired by the Public Works Department to complete the individual landscaping improvement projects.



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The funding for these trees will come from Austin Energy's Urban Heat Island Initiative and will address the following recommendations made in the July 2001 report from the Urban Heat Island Working Group: Protection of the Urban Forest as Part of City Infrastructure and Expand City Tree Planting Programs.

MBE/WBE Solicited: 4/2

MBE/WBE Bid: 1/1

**BID TABULATION
IFB No. CM04100004
(20 line items)**

<u>Vendor</u>	<u>Group 1 (10 items)</u>	<u>Group 2 (8 items)</u>	<u>Group 3 (2 items)</u>
Shades of Green Austin, TX (WBE/FR)	\$503,141	\$62,325	\$469
Austin Nursery & Landscape Pflugerville, TX (MBE/FH)	\$783,550	\$45,400	\$615

Note: Bid sheet required vendors to submit prices to reflect the full five-year total number of trees to be purchased. Annual amounts are calculated by dividing the total contract amount by "5".

PRICE ANALYSIS

- a. Adequate Competition
- b. Fifteen notices were issued including four MBEs and two WBEs. Two solicitations were issued and two bids were received including one MBE and one WBE.
- c. Trees of this particular size and type have not been purchased previously.
- d. An administrative award will be made to Austin Nursery & Landscape (Group 2) in an amount not to exceed \$9,080, with up to four extension options in an amount not to exceed \$9,080, for a total contract amount not to exceed \$45,400.

APPROVAL JUSTIFICATION

- a. Low bid.
- b. The Electric Utility concurs with the recommended award.
- c. Advertised on the Internet.