

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

71427

Agenda Number

38.

Meeting Date:

June 15, 2017

Department:

Purchasing

Subject

Authorize negotiation and execution of two contracts with ARBORHOLIC, LLC and TREEFOLKS, INC., to provide tree distribution and education programs, with a 12-month initial term, in an estimated amount of \$400,000, with four 12-month extension options in an estimated amount of \$400,000 per extension option, for total contract amounts not to exceed \$2,000,000, divided between the contractors.

Amount and Source of Funding

Funding in the amount of \$133,333 is available in the Fiscal Year 2016-2017 Operating Budget of the Development Services Department. Funding for the remaining eight months of the original contract period and extension options are contingent upon available funding in future budgets.

Fiscal Note

A fiscal note is not required.

**Purchasing
Language:**

The Purchasing Office issued a Request for Proposals (RFP) MMO0303 for these goods and services on April 10, 2017 and it closed on April 27, 2017 with two offers received. The recommended offers are the best evaluated offers submitted by a responsible offerors. Additional information on the solicitation is included below the line. One of the recommended offerors is the current provider for these goods and services.

**Prior Council
Action:**



**For More
Information:**

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or AgendaOffice@ austintexas.gov

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Jonathan Dalchau, at 512-974-2938 or Jonathan.Dalchau@ austintexas.gov

**Boards and
Commission
Action:**



| | |
|-----------------------|--|
| Related Items: | |
| MBE / WBE: | This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this solicitation, there were an insufficient number of certified M/WBEs, therefore, no subcontracting goals were established. |

Additional Backup Information

These contracts will give the City an ability to purchase and distribute trees and provide educational opportunities to the community to meet goals outlined in Austin's Urban Forest Plan. The programs included in this contract support tree planting initiatives on public and private property, creekside restoration, education, and stewardship. The Development Services Department Community Tree Preservation Division will use the contract for the following programs: NeighborWoods Tree Distribution and Education Program; Ready, Set, Plant! creekside reforestation program; Certified Arborist Prep Training for professional training; Urban Forest Stewards for community education and stewardship; and Tree Maintenance Training an introductory arboricultural training for City staff.

These programs will add trees to the community through distribution, while also helping to sustain existing trees through increased stewardship to help contribute to the health, safety, and quality of life for Austin residents. The trees are a necessary part of a green infrastructure system in an urban area and will provide numerous ecosystem services to the community, supporting the goals established by both Imagine Austin and Austin's Urban Forest Plan visions.

These contracts will replace an existing contract that expires on June 30, 2017, along with other programs performed by City departments. Increased authorization amounts were determined based on department program goals, and the determination to contract education programs with outside entities as a cost effective way to maximize trees planted and cared for by the community while minimizing costs to the City.

An evaluation team with expertise in this area evaluated the offers and scored the contractors based on their approach and methodology, experience and qualifications, proposed cost, and local business presence.

If Council does not approve this contract, the City will not be able to implement Austin's Urban Forest Plan vision that was adopted by Council on March 6, 2014.

A complete solicitation package, including a response list, is on file in the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#)

| ARBORHOLIC, LLC and TREEFOLKS, INC. | | | | |
|--|-----------------|------------------------|---------------------------|-----------------------|
| | # months | Contract Amount | Contract Amendment | Revised Amount |
| Original Term | 12 | \$ 400,000 | n/a | n/a |
| Extension Option 1 | 12 | \$ 400,000 | n/a | n/a |
| Extension Option 2 | 12 | \$ 400,000 | n/a | n/a |
| Extension Option 3 | 12 | \$ 400,000 | n/a | n/a |
| Extension Option 4 | 12 | \$ 400,000 | n/a | n/a |
| TOTAL | 60 | \$ 2,000,000 | \$ - | \$ - |