



STAFF REPORT

AGENDA NO:

MEETING DATE: July 6, 2020

To: Honorable Mayor and City Council

Date: July 6, 2020

**From: Margaret Glomstad, Parks and Recreation Director – (650) 558-7307
Bob Disco, Parks Superintendent/City Arborist**

**Subject: Adoption of a Resolution Authorizing the City Manager to Execute a
\$312,150 Agreement with Timberline Tree Service, Inc. for the Tree Pruning
& Stump Removal for FY 2020-21, City Project #51000**

RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing the City Manager to execute a \$312,150 (plus emergency callouts) agreement with Timberline Tree Service, Inc. for the Tree Pruning & Stump Removal for FY 2020-21, City Project #51000.

BACKGROUND

Each year, the City utilizes an independent tree contractor to complete work on large stature and sycamore trees. Work in FY 2020-21 includes the pruning of 22 large eucalyptus trees on Burlingame Avenue, four eucalyptus trees in the easement near Carmelita and Vancouver, six eucalyptus trees behind 3 Toledo Court, 35 ash trees on Trousdale, 480 sycamore trees throughout the City, as well as the removal of four eucalyptus trees on Easton Drive.

Because of the size of many of the trees, the work requires the use of high climbers as well as aerial lifts. Stump removal and emergency work also will be performed at various locations on an as-needed basis. Crews consisting of two to three fully qualified tree workers, each with a minimum of three years' experience, will have all the equipment necessary to perform the work, including a chipper and truck of sufficient size to accommodate at least one day's wood chips, and access to an aerial lift.

The scope of work also includes unforeseen trimming at City owned Public Works facilities and pump stations for the Public Works Department as well as unanticipated emergency trimming and/or removals.

DISCUSSION

The project was advertised for bids on June 5, 2020 and closed on June 24, 2020. Bidders were instructed to bid a lump sum cost on sections 1-10 described in the scope of work (Exhibit B) which includes tree maintenance, tree removal, and stump removal/grinding throughout the City for a one-year period. Bidders were also asked to include hourly rates for planting, watering and emergency callouts. The City reserved the right to select any, all, or none of the section bids, depending upon

available funding, and to terminate the agreement based on availability of funds and for failure to perform in accordance with work specifications.

The City received four bids in the amounts of \$262,150, \$299,830, \$388,312 and \$496,025.

Company	Base Bid	Planting 15 gallon	Planting 24" Box	Watering per Hour	Emergency Callout per Hour
Timberline Tree Service, Inc.	\$262,150	\$280	\$500	\$96	\$145
Bay Area Tree Specialists	\$299,830	\$275	\$440	\$154	\$250
Professional Tree Care Co	\$388,312	\$600	\$750	\$175	\$225
West Coast Arborists	\$496,025	\$275	\$395	\$120	\$160

Staff recommends that the base bid, plus up to \$50,000 towards planting trees, and emergency callouts as needed be awarded.

FISCAL IMPACT

The FY 2020-21 Parks Division operating budget has sufficient funds to cover the costs in the tree contract.

Exhibits:

- Resolution
- Scope of Work
- Bid Summary
- Agreement with Timberline Tree Service, Inc.