

**Council Meeting: April 1, 2008****SUBJECT: Award of Bid No. F0701-63 for Street Tree Stump Removal Services****REPORT IN BRIEF**

Approval is requested for the award of two contracts, with a total value of \$85,450, to Anderson's Tree Care of San Jose for street tree stump removal services for the Department of Public Works Street Tree Services.

BACKGROUND

The Public Works Street Tree Services Program requires the removal and replacement of street trees that have been damaged, diseased, or have otherwise become hazardous.

Approximately 450 trees are budgeted for removal each year, including at least 42 Liquidambar trees. These services have historically been outsourced through a competitive bidding process. In past years, street tree stump removal and replanting services have been combined into one invitation for bids; this year it was broken into two separate bid documents to encourage more competitive bids by allowing contractors to bid on stump removal or tree planting services or both.

Additionally, for budgetary management purposes staff separated the street tree stump removal bid into work to be done during the remainder of FY 2007/2008 and work to be done during FY 2008/2009.

DISCUSSION

The bid specification for street tree stump removal services was prepared by Public Works and Purchasing staff. The project requires the contractor to remove the stumps of street trees in the public right-of-way in preparation for the replanting of new trees. The replanting of street trees is being bid separately. The bid pricing was structured along fiscal years; the Base Bid is from date of award through the end of this fiscal year, and the Additive Alternate is for services through the end of next fiscal year.

The bid pricing was separated into removal for small, medium, and large stumps. Small stumps are trees less than 12" in diameter, medium are those from 12" to 24" in diameter, and large are over 24" in diameter. FY 08 Work requires the removal of 70 small stumps, 80 medium stumps, and 70 large stumps. FY 09 Work requires the removal of 160 small stumps, 170 medium stumps, and 150 large stumps.

The bid package was mailed to Bay Area Builder's Exchanges and broadcast to other potential contractors through the Onvia DemandStar public procurement network. Twenty contractors requested the bid documents.

On March 12, 2008, seven bids were received, publicly opened, and read aloud as follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>Add. Alternate</u>	<u>Total Bid</u>
Anderson's Tree Care of San Jose	\$27,000	\$58,450	\$85,450
Kelly's Stump Removal of Los Altos	\$28,850	\$62,300	\$91,150
West Coast Arborists of Anaheim	\$32,400	\$82,400	\$114,800
Bay Area Tree of San Jose	\$39,550	\$85,350	\$124,900
Professional Tree Care of Menlo Park	\$99,750	\$215,100	\$314,850
Bill's Tree Care	\$24,200	\$52,300	\$76,500*
TruGreen Landcare	\$21,550	\$46,550	\$68,100*

*Non-responsive

Staff recommends the award of Base Bid and Additive Alternate to Anderson's Tree Care, the lowest responsive and responsible bidder. The bids from TruGreen Landcare and Bill's Tree Care were not responsive because they did not include the mandatory bid security bond.

FISCAL IMPACT

Project costs are as follows:

Base Bid (4/1/08-6/30/2008)	\$27,000
Additive Alternate (7/1/2008-6/30/2009)	<u>\$58,450</u>
Total cost	\$85,450

Funds are available in Public Works program 218230 (Tree Stump Removal by Contract) for FY 2007/2008 and will be included in the City Manager's Recommended Budget for FY 2008/2009, and the award of this contract is contingent on Council's adoption of the budget.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, in the Council Chambers lobby, in the Office of the City Clerk, at the Library, Senior Center, Community Center, and Department of Public Safety; posting the agenda and report on the City's Web site; and making the report available at the Library and the Office of the City Clerk.

RECOMMENDATION

It is recommended that Council award two Blanket Purchase Orders, in substantially the same form as the attached drafts and in a combined amount of \$85,450, to Anderson's Tree Care of San Jose for street tree stump removal services as required by the Department of Public Works Street Tree Services.

Reviewed by:

Mary J. Bradley, Director of Finance

Prepared by: Karen Theriault, Interim Purchasing Officer

Reviewed by:

Marvin Rose

Director of Public Works

Approved by:

Amy Chan

City Manager

Attachments

Draft Blanket Purchase Orders



**CITY OF SUNNYVALE
CALIFORNIA
DRAFT**

DRAFT

BLANKET ORDER NO BL001083

ORDERED FROM 12651-001 ANDERSONS TREE CARE ATTN DOUG ANDERSON 108 STOCKTON AVENUE SAN JOSE CA 95126	ORDER DATE 4/1/2008	BILL TO: City of Sunnyvale Finance Department Accounts Payable PO Box 3707 Sunnyvale CA 94088-3707
	START DATE 7/1/2008	
	END DATE 6/30/2009	
	BID/RFQ NO F701-63	
	408-226-8733	
DELIVER TO PUBLIC WORKS TREES & LANDSCAPE DIVISION CORPORATION YARD 221 COMMERCIAL STREET SUNNYVALE CA 94085	FOB	FREIGHT CHARGES
	DESTINATION	REQUISITIONER BRENDAN MCCARTHY
	PAYMENT TERMS NET 30	CHARGE/OBJ CODE(S) VARIOUS
	PR NO RQ002908-1	THIS ORDER SUPERSEDES PO NO
OTHER DEPTS/DIVISIONS AUTHORIZED TO USE THIS ORDER		

DESCRIPTION

Street tree stump removal services as required by the PW/Trees and Landscaping Division in accordance with the terms and conditions of Invitation for Bids No. F0701-63 and your response which is attached and incorporated by reference as follows:

- A Scope of work
ADDITIVE ALTERNATE (for the period 7/1/2008 through 6/30/2009)
- B Pricing
- | | | | | |
|--|------|-----|----------|-------------|
| 1a. Stump Removal - small stump
(less than 12" in diameter) | Each | 160 | \$75.00 | \$12,000.00 |
| 1b. Stump Removal - medium stump
(12"-24" in diameter) | Each | 170 | \$110.00 | \$18,700.00 |
| 1c. Stump Removal - large stump
(Over 24" in diameter) | Each | 150 | \$185.00 | \$27,750.00 |

All invoices to show this order number
 All work to be done per the direction of Leonard Dunn, PW/Trees at (408) 730-7598
 Awarded by Council 4/1/2008, RTC # _____

Total value of this order not to exceed NTE \$58,450.00

BUYER

David Gakle Phone (408) 730-7403 Fax (408) 730-7710 ▼



**CITY OF SUNNYVALE
CALIFORNIA
DRAFT**

DRAFT

BLANKET ORDER NO BL001081

ORDERED FROM 12651-001 408-226-8733 ANDERSONS TREE CARE ATTN DOUG ANDERSON 108 STOCKTON AVENUE SAN JOSE CA 95126	ORDER DATE	4/1/2008	BILL TO: City of Sunnyvale Finance Department Accounts Payable PO Box 3707 Sunnyvale CA 94088-3707
	START DATE	7/1/2008	
	END DATE	6/30/2009	
	BID/RFQ NO	F701-63	
	OTHER DEPTS/DIVISIONS AUTHORIZED TO USE THIS ORDER		
DELIVER TO PUBLIC WORKS TREES & LANDSCAPE DIVISION CORPORATION YARD 221 COMMERCIAL STREET SUNNYVALE CA 94085	FOB		FREIGHT CHARGES
	DESTINATION		REQUISITIONER
	PAYMENT TERMS	NET 30	BRENDAN MCCARTHY
	PR NO	RQ002908-1	CHARGE/OBJ CODE(S)
			VARIOUS
			THIS ORDER SUPERSEDES PO NO

DESCRIPTION

Street tree stump removal services as required by the PW/Trees and Landscaping Division in accordance with the terms and conditions of Invitation for Bids No. F0701-63 and your response which is attached and incorporated by reference as follows:

A Scope of work
BASE BID (from the date of award through 6/30/2008)

B Pricing

1a. Stump Removal - small stump (less than 12" in diameter)	Each	70	\$75.00	\$5,250.00
1b. Stump Removal - medium stump (12"-24" in diameter)	Each	80	\$110.00	\$8,800.00
1c. Stump Removal - large stump (Over 24" in diameter)	Each	70	\$185.00	\$12,950.00

All invoices to show this order number
 All work to be done per the direction of Leonard Dunn, PW/Trees at (408) 730-7598
 Awarded by Council 4/1/2008, RTC # _____

Total value of this order not to exceed NTE \$27,000.00

BUYER

David Gakle Phone (408) 730-7403 Fax (408) 730-7710