



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 7/8/2020

L29316 – Tree Removal, Trimming and Pruning Services – ORDINANCE

Agenda Item#:

Background:

Formal Bids Received April 2, 2020 for S10-L29316 – Approve an ordinance awarding a contract to Prime Trees Inc. in the maximum contract amount not to exceed \$4,435,365.00 for tree removal, trimming and pruning services for the Houston Parks & Recreation Department.

Specific Explanation:

The Director of the Houston Parks & Recreation Department and the Chief Procurement Officer recommend that City Council approve an ordinance awarding a **three-year contract with two one-year options** to **Prime Trees Inc.** on its low bid meeting specifications for tree removal, trimming and pruning services in the the maximum contract amount not to exceed **\$4,435,365.00** for Parks & Recreation Department.

This project was advertised in accordance with the requirements of the State of Texas bid laws. Thirty-seven prospective bidders downloaded the solicitation document from SPD's e-bidding website, and three bids were received as outlined below:

The Project Manager contacted Shawnee Mission Tree Service to better understand the disparity in bid pricing between Shawnee and the low bidder - Prime Trees Inc. Shawnee Mission Tree Service explained that due to their distance from the City of Houston and along with "stump grinding" being their core service function, overall they felt that they were not able to compete on the other collective service areas requested within this solicitation as the other local bidders.

<u>Company</u>	<u>Total Amount</u>
1. Rufus Tree, Inc.	\$3,966,973.00 (Did not meet specs.)
2. Prime Trees Inc.	\$4,435,365.00
3. Shawnee Mission Tree Service, Inc.	\$8,483,320.00

The scope of work requires the contractor to provide all supervision, labor, parts, tools, materials, equipment and transportation necessary to perform tree removal, stump grinding, sod replacement, back-fill of topsoil, debris removal, safety controls, sodding and pest control services at various Houston Parks & Recreation Department locations.

M/WBE Participation:

This invitation to bid was issued as a goal-oriented contract with an 11% goal for M/WBE participation level. Prime Trees Inc. has designated the below-named companies as its certified M/WBE subcontractors:

<u>Name</u>	<u>Type of Work</u>	<u>Amount</u>	<u>%</u>
F&F Tree Service LLC	Tree Removal, Trimming and Pruning Services	\$332,652.38	7.5%
D.H. Tire, Inc.	Full Tire Service	\$88,707.30	2.0%
Wayside Auto & Truck Parts	Truck Parts	\$66,530.47	1.5%
TOTAL:		\$487,890.15	11%

Pay or Play Program:


The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, Prime Trees Inc. provides benefits for some employees but will pay into the Contractor Responsibility Fund for others, in compliance with City policy.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses, while supporting job creation. In this case, Prime Trees Inc. is a designated HHF company, but they were the successful awardee without application of the HHF preference.

Fiscal Note:

Funding for this item is included in the FY2021 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

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7/19/2020

Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority

Estimated Spending Authority			
DEPARTMENT	FY2021	OUT YEARS	TOTAL
Parks & Recreation	\$250,000.00	\$4,185,365.00	\$4,435,365.00

Amount of Funding:

\$4,435,365.00

General Fund

Fund No.: 1000

Contact Information:

NAME:	DEPARTMENT/DIVISION	PHONE
Richard Morris, Division Manager	FIN/SPD	832.393.8736
Greg Hubbard, Sr. Staff Analyst	FIN/SPD	832.393.8748
Maria Padilla, Administrative Manager	HPRD	832.395.7170

ATTACHMENTS:**Description**

Award Recommendation
 Bid Tab
 Cover Sheet Backup
 Funding Form Info.
 Affidavit
 Form-B
 Pay or Play
 Hire Houston First (LB)
 Tax Log
 Texas Secretary of State
 COI, Endorsements, AMB
 Vendor-signed Contract
 MWBE 11%, Participation Plan
 Form-A

Type

Backup Material
 Backup Material
 Backup Material
 Financial Information
 Backup Material
 Backup Material
 Backup Material
 Backup Material
 Backup Material
 Backup Material
 Backup Material
 Backup Material
 Contract/Exhibit
 Backup Material
 Backup Material