



Recommendation for Action

File #: 18-4040, **Agenda Item #:** 25.

1/31/2019

Posting Language

Authorize negotiation and execution of three multi-term contracts with Austin Arborist Company D/B/A Austin Tree Experts, Clean Scapes L.P., and Unity Contractor Services, Inc. (MBE), to provide tree and brush maintenance services, each for up to five years, for total contract amounts not to exceed \$12,250,000 divided among the contractors.

(Note: 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 services required for this solicitation, there were insufficient subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department

Purchasing Office.

Client Department(s)

Austin Energy; Austin Public Health; Austin Public Library; Aviation; Development Services Department; Parks and Recreation Department; Public Works; and Watershed Protection Department.

Fiscal Note

Funding in the amount of \$1,633,333 is available in the Fiscal Year 2018-2019 Operating Budget of various City departments. Funding for the remaining contract terms is contingent upon available funding in future budgets.

Purchasing Language:

The Purchasing Office issued a Request for Proposals (RFP) 6200 JRD3004 for these services. The solicitation issued on October 15, 2018 and it closed on November 1, 2018. Of the three offers received, the recommended contractors submitted the best evaluated responsive offers. A complete solicitation package, including a log of offers received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=126717)
<https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=126717>.

For More Information:

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

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Paul Trimble, at 512-974-1714 or Paul.Trimble@austintexas.gov <<mailto:Paul.Trimble@austintexas.gov>>.

Additional Backup Information:

These contracts will provide tree trimming and removal services for the City's urban forest. Areas where these services will be performed include medians and roadsides, rights-of-way, line-of-sight, sidewalks, storm water facilities and associated structures, drainage utility easements, parks, and other City properties. The contract

will help to preserve trees to maintain their aesthetics, healthy and vigorous growing conditions, provide safety for citizens and property, and maintain efficient storm water facility operations.

Trees located on street rights-of-way and medians will be managed by the Public Works Forestry division. Trees located in or adjacent to storm-water facilities and drainage utility easements will be managed by the Watershed Protection Department. Work on all other trees located within the City's urban forest will be managed by the representing department's land steward in cooperation with the office of the Urban Forester. Work will be performed on an as-needed basis.

These contracts will replace existing contracts, which expire on March 5, 2019. The requested authorization amounts for this contract were determined using departmental estimates and historical spend. These contracts are being awarded based on multiple zones of differing sizes, allowing for greater small business and minority and women owned business enterprise participation and greater competition.

An evaluation team with expertise in this area evaluated the offer and recommended Austin Arborist Company D/B/A Austin Tree Experts, Clean Scapes L.P., and Unity Contractor Services, Inc. to provide these services based on company experience and qualifications, program, pricing, local business presence and service-disabled veteran business presence.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	2 yrs.	\$ 4,900,000
Optional Extension 1	1 yr.	\$ 2,450,000
Optional Extension 2	1 yr.	\$ 2,450,000
Optional Extension 3	1 yr.	\$ 2,450,000
TOTAL	5 yrs.	\$12,250,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.