

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: January 24, 2011
	Agenda Item No. 38D Roll Call No. <u>11-0120</u> Communication No. <u>11-047</u> Submitted by: William G. Stowe Assistant City Manager—Public Works Director

AGENDA HEADING:

Award of bid for Tree Purchase and Planting to lowest qualified bidder, TNT Landscaping

SYNOPSIS:

The procurement agent solicited bids for Tree Purchase and Planting under Bid No. V11-048. Thirteen bid packages were sent, and three companies responded. The specifications required the perspective bidders to attend a pre-bid meeting. The purpose of the meeting was to demonstrate the City’s approved planting method for trees. The lowest bid was non-compliant for failure to attend the pre-bid meeting. The second low bid from TNT Landscaping, 1313 SW Ordinance Rd., Ankeny, IA 50023 (John Church, Owner), at a total cost of \$48,975 is recommended.

FISCAL IMPACT:

Amount: \$48,975.00

Funding Source: \$28,975 from 2010/2011 Forestry Division Operating Budget, IS021 PWK101000, page 275, and \$20,000 from Trees Please grant provided by MidAmerican Energy.

ADDITIONAL INFORMATION:

The Forestry Division is responsible for approximately 105,000 City street trees. In addition to trimming responsibility, the Forestry Division purchased and planted 290 street trees in 2010. A similar number of trees are scheduled to be planted on City rights-of-way in 2011. The trees are being purchased and planted under contract to permit Forestry personnel more time for trimming and pruning trees. This requires contracting the tree planting activities.

Correct planting is necessary to grow a long-life, healthy tree. An emphasis on correct planting methods was indicated in the specifications, and a pre-bid meeting was required to demonstrate the correct planting method. The Forestry Division requires a “box cutting” method shown by a University of Minnesota study to increase the survivability of the transplanted trees. The lowest bidder failed to attend the required pre-bid meeting. The second lowest bidder, TNT Landscaping did send a representative to the pre-bid meeting. They have received instructions on the proper planting technique. It is recommended the award be given to TNT Landscaping for \$48,975.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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