

ITEM #: 16
DATE: 03-12-24
DEPT: P&R

COUNCIL ACTION FORM

**SUBJECT: AWARD OF CONTRACT FOR THE RIGHT OF WAY TREE TRIMMING AND
REMOVAL PROGRAM FOR FY 2024/25**

BACKGROUND:

The Parks and Recreation Department requires various tree trimming, removal, and stump grinding to be completed annually by a contractor in the right of way. The current fiscal year is the final option year of the five-year contract with Pitts Lawn and Tree Service, Huxley, Iowa. Specifications were sent out for bid and were due on February 29. That table below is a summary of the bids based on 1,500 crew member hours and 3,300 inches of stump grinding for FY 2024/25.

Bidders:	Bid Amount Per Crew Member Per Hour For Tree Trimming and Removal*	Estimated Tree Trimming and Removal Cost for FY 2024/25	Stump Grinding Cost Per Inch of Stump Diameter:	Estimated Stump Grinding Cost for FY 2024/25	Total Cost for FY 2024/25
Ames Story Tree and Lawn, Ames, Iowa	\$46.00	\$69,000	\$2.85	\$9,405	\$78,405
Pitts Lawn and Tree Service, Huxley, Iowa	\$52.00	\$78,000	\$2.50	\$8,250	\$86,250
Family Tree Care LLC., Windsor Heights, Iowa	\$70.00	\$105,000	\$6.50	\$21,450	\$126,450
Xtreme Tree Inc., De Soto, Iowa	\$170.00	\$255,000	\$6.00	\$19,800	\$274,800
D and E Outside Services, Ames, Iowa	\$275.00	\$412,500	\$10.00	\$33,000	\$445,500
Shawnee Mission Tree Service Inc., dba Arbor Masters, Shawnee, Kansas	\$315.00	\$472,500	\$7.00	\$23,100	\$495,600
Looks Great Services of MS, Inc., Columbia, Mississippi	\$252.00	\$378,000	\$140.00**	N/A	N/A

***Crew consists of 3 people**

****\$140 cost per hour of stump grinding**

When the combined estimated total costs for tree trimming, removal, and stump grinding are added together, Ames Story Tree and Lawn, Ames, Iowa, submitted the low bid. This contract also includes four optional renewal periods ending in FY 2028/29 with an added annual increase of three percent to the Crew Hour and Stump Grinding Per Inch cost. Staff is recommending the contract amount to not exceed \$85,000. The FY 2024/25 budget includes \$115,000 for this work.

ALTERNATIVES:

1. Award a contract for the Right of Way Tree Trimming and Removal Program for FY 2024/25 to Ames Story Tree and Lawn, Ames, Iowa, in an amount not to exceed \$85,000.
2. Accept the report of bids and refer back to staff.
3. Award the contract for Right-of-Way Tree Trimming and Removal Program to one of the other bidders.
4. Reject all bids and attempt to purchase tree trimming and removal on an as-needed basis.

CITY MANAGER'S RECOMMENDED ACTION:

The approved FY 2024/25 operating budget for the Parks and Recreation Department includes \$115,000 for tree trimming and removal. The cost of this contract is to not exceed \$85,000. The City has hired Ames Story Tree and Lawn over the last few years to complete various tree trimming and removal tasks. They have shown that they are capable of completing those tasks efficiently with their qualified staff. Therefore, staff does not have any concerns with them not being able to fulfill the contract. Therefore, is the recommendation of the City Manager that the City Council approve Alternative No. 1.