



City of Tacoma

Resolution No.:

Meeting Date: July 9, 2024

**Contract and Award Letter
Purchase Resolution —Exhibit "A"**

TO: Board of Contracts and Awards

FROM: Geoffrey M. Smyth, P.E., Interim Director, Environmental Services
Ryan Hebert, Urban Forestry Analyst, Office of Environmental Policy & Sustainability

COPY: City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and Stan Rowden II Sr. Buyer, Finance/Purchasing.

SUBJECT: Tree Removal and Pruning
Request for Bids Specification No. ES23-0280F, Contract No. CW2265943 – July 9, 2024 City Council

DATE: June 18, 2024

^{DS}
GMS

RECOMMENDATION SUMMARY:

The Environmental Services Department (ES) recommends contracts be awarded to Taproot Tree Care LLC, Marysville, WA, in the amount up to \$450,000; and Hunter’s Tree Service, Puyallup, WA, in the amount up to \$150,000, for a projected project total not to exceed \$600,000, plus applicable sales tax, budgeted from the ES Stormwater Fund 4301 and ES Urban Forestry Fund 5800, for on-call tree removal and pruning services for initial two-year terms with the option to renew three additional one-year terms.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Assure outstanding stewardship of the natural and built environment.

These contracts support the pruning and removal of hazardous trees, or trees that may become hazardous if proactive care and maintenance is not provided; and creating and maintaining safe public spaces, including public rights-of-way. Additionally, these contracts support the Hazardous Tree Assistance program which reduces the financial burden for historically underserved members of our community with trees located in the public right-of-way which through old age, disease, or damage become a public hazard.

BACKGROUND:

ISSUE: Large, mature trees in the public right-of-way and City-owned property require maintenance to keep them healthy and thriving. Like all living things, all trees have a lifespan, and occasionally need to be removed or significantly pruned to mitigate public hazard. For the City to facilitate this work, contracts are awarded every two to five years for tree pruning and removal services on City managed properties and some eligible public rights-of-way. These contracts provide the mechanism for ES, and occasionally other City departments, to mitigate hazardous trees in a timely and efficient manner.

ALTERNATIVES: Because mature tree pruning and removal is a specialized skill with heavy equipment and specific standards for safety, a qualified crew is required to perform the work. The City does not have a dedicated arborist crew on staff; therefore, this contract provides the mechanism to ensure public safety through mitigation of hazardous trees on public property and along public rights-of-way through third party contractors. In the absence of either an in-house



arborist crew or a dedicated tree pruning and removal contractor, the City would be unable to meet its obligation of public safety as it relates to the management of trees on public property.

COMPETITIVE SOLICITATION:

Request for Bids Specification No. ES23-0280F was opened April 30, 2024. Forty-two companies were invited to bid in addition to normal advertising of the project. Four submittals were received. *The low bidder was not chosen for recommendation due to their submittal being deemed “nonresponsive.” The second and third lowest bidders are thus recommended, with the second lowest bidder serving as the primary contract awardee and the third lowest bidder serving as the secondary awardee to be utilized in instances where the volume of work exceeds the capacity of the primary awardee to address per the specifications in the contract agreement.

Taproot Tree Care LLC and Hunter’s Tree Service submitted bids that resulted in the lowest evaluated submittal after vetting for application responsiveness and consideration of Equity in Contracting (EIC) participation goals. The table below reflects the amount of the total award.

<u>Respondent</u>	<u>Location</u> <i>(city and state)</i>	<u>Submittal</u> <u>Amount</u>
Gig Harbor Tree Service*	Gig Harbor, WA	\$206,150.70
Taproot Tree Care LLC	Marysville, WA	\$304,022.26
Hunter’s Tree Service	Puyallup, WA	\$453,873.47
Hanson Tree Service	Auburn, WA	\$534,191.37

Pre-bid Estimate: \$600,000 for the initial two-year contract term. The cumulative total award to Taproot Tree Care LLC and Hunter’s Tree Service is \$600,000. Since this is an on-call contract, the combined work will have a not-to-exceed amount of the \$600,000 for this contract.

CONTRACT HISTORY: New contract.

SUSTAINABILITY: This contract supports goals within the City’s Urban Forest Management Plan and Climate Action Plan by contributing to a healthy, sustainable urban forest on City managed property and public rights-of-way.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - EIC Exception: Lack of certified contractors

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable to this contract.



FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4301 ES Stormwater Fund	521935	5330100	\$200,000
5800 ES Urban Forestry Fund	598435	5330100	\$400,000
TOTAL			Up to \$600,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4301 ES Stormwater Fund	521900	4343041	(\$200,000)
5800 ES General Fund	598435	6311010	(\$400,000)
TOTAL			Up to (\$600,000)

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$ 200,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? YES

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A