



City Council Staff Report

DATE: July 21, 2010

Consent Calendar

SUBJECT: AWARD OF IFB 10-09 FOR PALM TREE TRIMMING AT VARIOUS LOCATIONS IN THE CITY OF PALM SPRINGS

FROM: David H. Ready, City Manager

BY: Parks & Recreation Department

SUMMARY

The City annually trims seed pods and fronds from City-owned palm trees in order to maintain the health and appearance of the trees, as well as to reduce the need for clean-up efforts caused by wind. As last year, at Council's request, staff again obtained pricing for additional (Schedule B) trimming of the (California Fan Palm) skirts and skinning of the (Mexican Fan Palm) trees this time for the "Phase 2" sections on North and South Palm Canyon Drive, as well as City Parks and Facilities. This action would award a bid for the city-wide trimming services necessary to carry out the annual palm tree maintenance program, and at Council's discretion, additional trimming services as per the alternate Schedule B.

RECOMMENDATION:

1. Award a purchase order contract for Bid (IFB) 10-09, Schedule A, the base bid per our existing practice for Palm Tree Trimming at various locations in the City of Palm Springs to Mariposa Landscapes Inc., of Irwindale, CA based on unit prices per tree for a projected cost of \$74,252.00.
2. And, award a purchase order contract for Schedule B for additional trimming (cleanly shearing frond skirts of California Fan Palms to 12' clearance and removal of dry fronds and skinning of Mexican Fan Palms in designated sections of North and South Palm Canyon Drive and the City Parks & Facilities) to Mariposa Landscapes Inc. of Irwindale, CA on unit prices per tree for a projected cost of \$30,363.00.

BACKGROUND:

In June, the City's Procurement Division issued Invitation for Bid (IFB 10-09) for Palm Tree Trimming. This IFB was advertised in The Desert Sun, posted on the City's

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website, and notice sent to twenty firms. Two (2) bids were received, opened and read publicly in the Procurement Office at the bid opening time and date of 3:00 P.M., July 7, 2010.

The basis of award is to the lowest responsive, responsible bidder for the total project, Schedule A plus Schedule B. The lowest responsive, responsible bidder was Mariposa Landscapes Inc., of Irwindale, CA in a total bid amount of \$104,615.00. However, the City reserves the right to award only Schedule A, only Schedule B, both Schedule A and B, or to make now award.

Schedule A is the regular annual palm tree trimming for all trees citywide. Staff is recommending that Council approve Schedule A, which is within the approved FY 10-11 budget. Schedule B consists of the cost for the additional trimming of California Fan Palms and trimming and skinning of Mexican Fan Palms as requested last year for Phase 2 (Phase 1 was completed last year) for consideration by the City Council.

VENDOR	SCHEDULE A: Base bid per existing practice POD REMOVAL/ FROND REMOVAL & DATE PALM FROND, POD & FRUIT REMOVAL	SCHEDULE B: CLEANLY SHEAR CALIFORNIA FAN PALMS TO 12' CLEARANCE & REMOVAL OF DRY FRONDS AND SKINNING OF MEXICAN FAN PALMS IN DESIGNATED AREAS	GRAND TOTAL: SCHEDULE A+B
Mariposa Landscapes	\$ 74,252	\$ 30,363	\$104,615
Desert View Tree Service	\$ 58,250	\$ 68,075	\$126,325

STAFF ANALYSIS:

Annually, the City trims seed pods and fronds from City-owned palm trees at various locations including the airport, convention center, parks, parkways, downtown, and surrounding city government buildings. This is illustrated above as Schedule A. This practice is based on City Council Minute Order No. 944, "DIRECTING THAT PALM TREES BE TRIMMED TO PRODUCE A "SKIRT" EFFECT EXCEPT WHERE CREATING HAZARDS".

Last year, at the direction of Council, staff requested additional pricing to cleanly shear the skirts of the California Fan Palms to a minimum of 12' and remove the dry fronds and skin the Mexican Fan Palms in defined areas of the downtown corridor, Tahquitz corridor, City Hall and Airport (Phase 1). The City Council has revised Minute Order No. 944 by resolution directing the new palm tree trimming practice. Phase 1 was completed last year and this year staff has requested pricing for the same trimming

practices, as defined as Phase 2 (North & South Palm Canyon as well as City Parks & Facilities).

Under the proposed scope of services for Schedule A, the contractor will remove seed pods only from approximately 1,685 trees, both seed pods and fronds from approximately 1,382 trees, and pods, fronds, and fruit from approximately 14 Date Palm trees. In addition, 813 California Fan Palms and 382 Mexican Fan Palms would be trimmed under Schedule B. The request to award on the basis of unit price is made to facilitate adjustments, which are normally required while work is in progress. Mariposa Landscapes Inc. has a valid D-49 tree trimming license and has provided the proper bid bond.

FISCAL IMPACT:

Funds have been approved in the Fiscal 10/11 budget for Schedule A and are available in the following accounts:

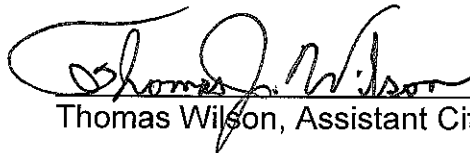
- 001-2451-43065 – Parks Maintenance, Palm Tree Maintenance
- 001-2451-43500 – Parks Maintenance, Desert Dorado Landscape
- 001-2451-43510 – Parks Maintenance, Camelot Villas Landscape
- 141-4310-43530 – Parks Maintenance District, Parkway Maint. District 6A
- 141-4310-43550 – Parks Maintenance District, Parkway Maint. District 6C
- 141-4310-43570 – Parks Maintenance District, Parkway Maint. District 8
- 141-4310-43580 – Parks Maintenance District, Parkway Maint. District 9
- 141-4310-43590 – Parks Maintenance District, Parkway Maint. District 10
- 141-4310-43595 – Parks Maintenance District, PMD 10 Zone 2
- 415-6175-43065 – Airport Grounds Maintenance, Palm Trees
- 001-3520-43060 – Fire Dept., Grounds Maintenance

The total budget for palm tree trimming in all accounts is \$77,203.

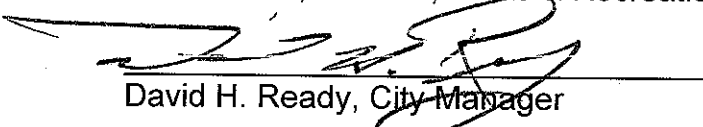
Should Council wish to award both Schedule A and B, direct staff to transfer an additional \$33,314 from the Parks and Recreation Landscape Maintenance account.



Vicki Oltean, Director, Parks & Recreation



Thomas Wilson, Assistant City Manager



David H. Ready, City Manager