



City Council Staff Report

DATE: July 15, 2009

Consent Calendar

SUBJECT: AWARD OF IFB 09-03 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. This year, at Council's request, staff obtained pricing for additional (Schedule B) trimming of the (California Fan Palm) skirts and skinning of the (Mexican Fan Palm) trees in a section of the downtown corridor, Tahquitz corridor, City Hall and Airport. 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) 09-03, Schedule A, the base bid per our existing practice for Palm Tree Trimming at various locations in the City of Palm Springs to So Cal Tree Care Inc., of Vista, CA based on unit prices per tree for a projected cost of \$50,358.60.
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 the downtown, Tahquitz corridor, City Hall and Airport) to So Cal Tree Care Inc., of Vista, CA on unit prices per tree for a projected cost of \$26,977.00.

BACKGROUND:

In June, the City's Procurement Division issued Invitation for Bid (IFB 09-03) for Palm Tree Trimming. This IFB was advertised in The Desert Sun, posted on the City's website, and notice sent to fifteen firms. Five (5) bids were received, opened and read

ITEM NO. 2.1

publicly in the Procurement Office at the bid opening time and date of 2:00 P.M., June 23, 2009.

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 So Cal Tree Care Inc., of Vista, CA in a total bid amount of \$77,336.10. However, the City reserves the right to award only Schedule A, both Schedule A and B, or a combination of schedules. It should be noted that the lowest bid was determined to be non-responsive for failure to execute the formal bid documents, and the third lowest bidder was also determined non-responsive for not holding the required state contractor's license for this work.

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 09-10 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 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
Desert View Tree Service	\$ 55,907.00	\$ 18,315.00	\$74,222.00
So Cal Tree Care	\$ 50,358.60	\$ 26,977.00	\$77,335.60
Sierra Landscape	\$ 52,639.25	\$ 27,225.00	\$79,864.25
West Coast Arborists	\$ 55,726.30	\$ 77,177.00	\$132,903.30
Orozco Landscape	\$ 48,867.00	\$ 109,505.00	\$158,372.00

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".

This 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. The City Council has revised Minute Order No. 944 by resolution directing the new palm tree trimming practice.

Under the proposed scope of services, the contractor will remove seed pods only from approximately 1,583 trees, both seed pods and fronds from approximately 1,425 trees, and pods, fronds, and fruit from approximately 14 trees. The request to award on the basis of unit price is made to facilitate adjustments, which are normally required while work is in progress. The total price for Schedule A is \$7,069 less (-12.3%) than what the City paid last year. The alternate Schedule B for the additional tree trimming and skinning of the palm trees downtown, along Tahquitz, City Hall and the Airport is a new scope of work this year and has not been previously awarded.


FISCAL IMPACT:

Funds have been approved in the Fiscal 09/10 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
- 001-2451-43530 – Parks Maintenance, Parkway Maint. District 6A
- 001-2451-43550 – Parks Maintenance, Parkway Maint. District 6C
- 001-2451-43560 – Parks Maintenance, Lighting Maint. #7
- 001-2451-43580 – Parks Maintenance, Parkway Maint. District 9
- 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 \$72,703.


Should Council wish to award both Schedule A and B, direct staff to transfer an additional \$4,633 from the Parks and Recreation Landscape Maintenance account.



Sharon Heider, Director, Parks & Recreation



Thomas Wilson, Assistant City Manager



David H. Ready, City Manager