



## Legislation Text

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File #: 24-2020, Version: 1

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**STRATEGIC PRIORITY:** Government Performance & Financial Management

**AGENDA DATE:** June 26, 2024

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Office of Procurement Services

**EXECUTIVE:** Donzell Gipson

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### **SUBJECT**

Authorize a three-year service price agreement for removal and pruning of public trees, emergency activation and storm response services, and plant health care treatments for citywide use - Shawnee Mission Tree Service, Inc. dba Arbor Masters, lowest responsible bidder of eight - Estimated amount of \$5,508,709.50 - Financing: General Fund (\$5,164,394.90) and Stormwater Drainage Management Fund (\$344,314.60) (subject to annual appropriations)

### **BACKGROUND**

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This service price agreement will provide for removal and pruning of public trees, emergency activation and storm response services, and plant health care treatments for citywide use. Services involve tree trimming, pruning, removal of trees at risk, emergency storm response services, pest and disease management, and general maintenance to keep the urban forest healthy and thriving.

This is an Indefinite Delivery/Indefinite Quantity agreement for which quantities of services and/or delivery schedules cannot be determined. Services under this agreement will be ordered by the City on an as needed basis for the term of this agreement.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The calculated living wage during the solicitation process of this contract is \$18.24; the selected vendor meets this requirement.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On May 27, 2020, the City Council authorized a three-year service price agreement for tree maintenance and emergency response storm services with Shawnee Mission Tree Service, Inc. dba Arbor Masters Tree Service and Good Earth Corporation by Resolution No. 20-0838.

**FISCAL INFORMATION**

Fund	FY 2024	FY 2025	Future Years
General Fund	\$250,000.00	\$1,020,000.00	\$3,894,394.90
Stormwater Drainage Management Fund	\$ 37,544.00	\$ 112,633.00	\$ 194,137.60
Total	\$287,544.00	\$1,132,633.00	\$4,088,532.00

**M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal
\$5,508,709.50	Other Services	23.00% <a href="#">N/A</a>
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
0.00% <a href="#">N/A</a>	0.00% <a href="#">N/A</a>	\$0.00 <a href="#">N/A</a>
<ul style="list-style-type: none"> <li>• The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.</li> <li>• Shawnee Mission Tree Service, Inc. dba Arbor Masters - Local; Workforce - 0.00% Local</li> </ul>		

**PROCUREMENT INFORMATION**

Method of Evaluation of for Award Type:

Low Bid	<ul style="list-style-type: none"> <li>• Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements</li> <li>• Negotiations are not allowed</li> </ul>
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The Office of Procurement Services received the following bids from solicitation number BJ23-00022395. We opened them on February 2, 2024. We recommend the City Council award this service price agreement to the lowest responsive and responsible bidder by group. Information related to this solicitation is available upon request.

\*Denotes successful bidder

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
*Shawnee Mission Tree Service, Inc. dba Arbor Masters Tree Service	1510 Jelmak Street Grand Prairie, TX 75050	Multiple groups
Acadia Tree Care, LLC	2713 South Garland Avenue Garland, TX 75041	Multiple groups
Bartlett Tree Experts	11376 Kline Drive Dallas, TX 75229	Multiple groups
Crews Service Company	246 Route U Walnut Grove, MO 65770	Multiple groups
Duran Tree Care, Inc.	610 Uptown Boulevard Suite 208 Dallas, TX 75227	Multiple groups
Good Earth Corp.	7922 Forney Road Dallas, TX 75227	Multiple groups
Looks Great Services of MS	1501 Highway North Columbia, MS 39429	Multiple groups
West Coast Arborists, Inc.	200 East Via Burton Anaheim, CA 92806	Multiple groups

### **OWNER**

#### **Shawnee Mission Tree Service, Inc. dba Arbor Masters**

Ron Keith, Owner  
Bernie Zarda, Chief Operating Officer