



Legislation Text

File #: 20-905, **Version:** 1

STRATEGIC PRIORITY: Government Performance and Financial Management
AGENDA DATE: May 27, 2020
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for tree maintenance and emergency storm response services - Shawnee Mission Tree Service, Inc. dba Arbor Masters Tree Service in the estimated amount of \$26,755,162.40 and Good Earth Corporation in the estimated amount of \$707,871.00, lowest responsible bidders of two - Total estimated amount of \$27,463,033.40 - Financing: General Fund (\$1,748,420.40), Sanitation Operation Fund (\$25,330,000.00), Storm Drainage Management Fund (\$247,099.00), Dallas Water Utilities Fund (\$127,548.00), Aviation Fund (\$7,931.00), and Equipment and Fleet Management Fund (\$2,035.00)

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. We anticipate the following City departments will use this agreement:

- Department of Aviation
- Department of Code Compliance
- Department of Dallas Animal Services
- Department of Equipment and Fleet Management
- Department of Public Works
- Department of Sanitation Services
- Fire-Rescue Department
- Library
- Park & Recreation Department
- Water Utilities Department

This service price agreement will provide for removal and pruning of public trees, or those trees impacting public space; planting of new trees; and stump grinding at the City of Dallas. Additionally, this agreement includes emergency activation and storm response for tree removal and emergency mitigation services.

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. Additionally, in an effort to secure more competition, the Office of Business Diversity sent notifications to chambers of commerce and advocacy groups to ensure maximum vendor outreach.

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 current calculated living wage during the solicitation process of this contract is \$11.71; the selected vendors meet this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

This item has no prior action.

FISCAL INFORMATION

Fund	FY 2020	FY 2021	Future Years
General Fund	\$ 270,236.00	\$ 629,860.50	\$ 848,323.90
Aviation Fund	\$ 0.00	\$ 1,931.00	\$ 6,000.00
Dallas Water Utilities Fund	\$ 31,548.00	\$ 48,000.00	\$ 48,000.00
Sanitation Operation Fund	\$8,443,333.00	\$8,443,333.00	\$8,443,334.00
Storm Drainage Management Fund	\$ 47,099.00	\$ 100,000.00	\$ 100,000.00
Equipment and Fleet Management Fund	\$ 678.33	\$ 678.33	\$ 678.34
Total	\$8,792,894.33	\$9,223,802.83	\$9,446,336.24

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$27,463,033.40	Other Services	23.80%	15.99%	\$4,391,574.00
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. • Shawnee Mission Tree Services, Inc. dba Arbor Masters Tree Service - Dallas County • Good Earth Corporation - Local 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • 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 • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BL20-00011868. We opened them on February 27, 2020. We recommend the City Council award this service price agreement to the lowest responsive and responsible bidders by group. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Shawnee Mission Tree Service, Inc. dba Arbor Masters Tree Service	1510 Jelmak Street Grand Prairie, TX 75050	Multiple Groups
*Good Earth Corporation	7922 Forney Road Dallas, TX 75227	Multiple Groups

OWNERS

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

Ron Keith, Chief Executive Officer

Good Earth Corporation

Kevin Points, President