

June 27, 2005

TO: John Szerlag, City Manager

FROM: Brian P. Murphy, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol K. Anderson, Parks and Recreation Director

SUBJECT: **Agenda Item** – Standard Purchasing Resolution 3: Option To Renew and Extend –Tree Removal Services Contract

RECOMMENDATION

On August 9, 2004, City Council approved a one-year contract to provide municipal tree/stump removal services on City-owned property, including ash trees with an option to renew for one (1) additional year to the low total bidder meeting specifications, J.H. Hart Urban Forestry of Sterling Heights. (Resolution #2004-08-400). City management recommends exercising the option to renew, and extending the option from one to three additional years, in order to ensure the completion of the municipal ash tree removal program.

The current contract allows for a rate increase within the Consumer Price Index at the beginning of the option year. However, if a multiple year extension is approved, J.H. Hart has agreed to forego any increase in year one, and limit the increase in year two to 2%. If the City approves a three-year extension, J.H. Hart will forego increases in both years one and three, with a 2% increase in year two (see attached letter from J.H. Hart).

SUMMARY

Tree Removal

Provide three-man tree removal crews, all equipment, saws, vehicles, aerial tower, chipper, trucks, traffic controls etc	Current Rate	Proposed New Rate
	\$114.90	\$117.20
Overtime	\$159.86	\$163.06
Holiday Time	\$159.86	\$163.06

Stump Removal

Provide a stumping crew including all equipment for removal and grinding of the stumps	Current Rate	Proposed New Rate
	\$81.25	\$ 82.88
Overtime	\$99.75	\$101.75
Holiday Time	\$99.75	\$101.75

June 27, 2005

To: John Szerlag, City Manager

Re: Option To Renew and Extend – Tree Removal Services

MARKET SURVEY

Staff has completed a market survey and verified that Hart's prices remain competitive with fuel cost continuing to rise.

BACKGROUND

J.H. Hart Urban Forestry has been removing municipal ash trees in the City since September of 2004. During that time, they have demonstrated the level of professionalism expected of a quality contractor.

They have developed a cooperative working relationship with City staff by promoting clear communication between their company and the City, resulting in fewer concerns from City staff or complaints from residents throughout the removal operation. J.H. Hart Urban Forestry has gone above and beyond to ensure the City is getting the best service possible and has even purchased additional equipment to that end.

BUDGET

Funds for this contract will be available in Subdivision Improvements Capital Account #401780.7974.130.

June 22, 2005

TO: Jeanette Bennett
Purchasing Director

FROM: Linda N. Bockstanz
Associate Buyer

RE: MARKET SURVEY – TREE/STUMP REMOVAL SERVICES

ASPLUNDH TREE EXPERT COMPANY – Pete (215) 784-4384

Pete has indicated unless we were bidding this out next week, he could not help us with the Market Survey, because a lot of factors go into tree and stump removal, as fuel prices, labor costs, insurance, and etc.

THE DAVEY TREE EXPERT COMPANY- Keith (248) 371-9007

According to Keith, tree and stump removal services are expected to increase, mainly because of increasing cost of fuel prices. Insurance and labor costs would be second.

Based upon the above comments, I respectfully recommend that the City accept the offer to renew the contract for Tree/Stump Removal Services with the current vendor based on the fact that costs of this service may increase because on the gasoline market.

CC: Susan Leirstein
File



J.H. Hart Urban Forestry



May 16, 2005

Carol K. Anderson
Director of Parks and Recreation
City Of Troy
3179 Livernois
Troy, MI 48083

RE: Contract Extension For Tree Care And Removal

Dear Carol,

Some seven months have passed since our professional lives came together. To date, more than four thousand ash trees have met their match against the boys here at J.H. Hart. I must compliment you, and your staff, for making our Company feel so welcome in your City. The support has been unparalleled and all of you have made us feel like an extension of your staff. I am proud to see how well we have all worked together.

Since this endeavor began, we have made a number of changes which have had a positive impact both on productivity and service to the community. I believe the versatility you have allowed us in the deployment of our tree crews, aerial towers, dump trucks, log trucks and stump grinders has contributed greatly to this effort. While we have achieved success in most areas, I remain somewhat concerned with regard to the issue of our stump grinding and seeding operations.

As you know, during the winter months we are forced to suspend placing soil and seed in the holes. In addition, trailing surface roots are often covered by snow and therefore missed on the first pass. Hence, we are forced to expend an inordinate amount of time performing soil, seeding and regrinding operations in the spring. Although you and Mark have assured me that this is not an uncommon problem, we still receive calls daily from residents hoping to find out when their particular stump will be completed. In an effort to address this issue, and demonstrate our commitment to the City, we have been running stump crews on Saturdays and absorbing the overtime expenses internally.

We are also in the process of purchasing another self-propelled walk-behind stump grinder for use in Troy. This type of stump grinder is particularly well suited for applications requiring the removal of stumps down city right-of-ways. Specifically, it allows us to move from one stump to the next without the set-up time expended with stump grinders pulled behind a truck. Currently, only one of the stump grinders we have is a self-propelled walk-behind grinder and that grinder has always been dedicated for use

May 17, 2005
Page Two

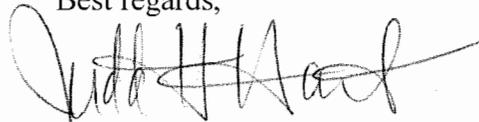
in Troy. I believe the addition of yet another self-propelled grinder will contribute significantly to our productivity.

As you know, the contract now in effect contains a one-year option to renew through mutual consent, and provides that the City may accept an increase in labor rates to the extent that the requested increase does not exceed the annual Consumer Price Index change for the Detroit/Ann Arbor area. Accordingly, I would respectfully request that the City grant us the privilege of a one-year extension of our contract at this time, together with a labor rate increase equal to the change in the Consumer Price Index.

I would also like to propose that you give consideration to granting us a two-year or three-year extension of the current contract. The removal of ash trees in the right-of-ways, parks, and other city properties will, in all likelihood, require a sustained three to four year effort. By granting us a two or three-year extension at this time, the City will be secure in maintaining a 'known commodity' and avoid the additional learning curve expenses associated with having to 'change horses in midstream'. As an added incentive, in the event that the City were to grant us a two-year extension at this time, we would be willing to forgo any increase in rates for the first year of the two-year extension, and limit the increase in the second year to a two percent increase. In the event that the City were to grant us a three-year extension, we would be willing to forgo any increases in the first and third years of the extension, and limit the increase in the second year to two percent.

It remains a pleasure working with you and serving the residents of Troy. As you may gather from our proposals to extend the contract, we look forward to building a lasting relationship and continuing our efforts on behalf of the City of Troy. I look forward to hearing your thoughts with regard to the contract extension. In the interim, please do not hesitate to call should you have any questions or concerns, or if I may provide any additional information.

Best regards,



Judd H. Hart

JHH:lh

Opening Date -- 7-30-04
Date Prepared - 8/2/04

CITY OF TROY
BID TABULATION
TREE/STUMP REMOVAL SERVICES

VENDOR NAME:

* JH HART URBAN	ASPLUNDH TREE	THE DAVEY TREE
FORESTRY	EXPERT CO	EXPERT COMPANY
649163513	3282970	244840206
\$50,000.00	\$50,000.00	\$50,000.00

PROPOSAL -- FURNISH ONE (1) YEAR REQUIREMENTS OF TREE/STUMP REMOVAL SERVICES WITH AN OPTION TO RENEW FOR AN ADDITIONAL YEAR IN ACCORDANCE WITH THE SPECIFICATIONS

PROPOSAL "A"			
TREE REMOVAL 6,000 HOURS - Estimated Qty Provide three-man tree removal crews, all equipment, saws, vehicles, aerial tower, chipper, trucks, traffic controls etc	\$ 114.90	\$ 132.91	\$ 240.00
Hour/3man Crew	Hour/3man Crew	Hour/3man Crew	Hour/3man Crew
Overtime:	\$ 159.86	\$ 157.96	\$ 360.00
Hour/3man Crew	Hour/3man Crew	Hour/3man Crew	Hour/3man Crew
Holiday Time:	\$ 159.86	\$ 183.01	\$ 480.00
Hour/3man Crew	Hour/3man Crew	Hour/3man Crew	Hour/3man Crew

PROPOSAL "B"			
STUMP REMOVAL 6,000 HOURS - Estimated Qty Provide a stumping crew including all equipment for removal and grinding of the stumps.	\$ 81.25	\$ 156.10	\$ 120.00
Man Hour	Man Hour	Man Hour	Man Hour
Overtime:	\$ 99.75	\$ 160.81	\$ 180.00
Man Hour	Man Hour	Man Hour	Man Hour
Holiday Time:	\$ 99.75	\$ 185.87	\$ 240.00
Man Hour	Man Hour	Man Hour	Man Hour
Typical Crew Size for Stumping	One (1)	Three (3)	Two (2)
# of Men	# of Men	# of Men	# of Men

ESTIMATED GRAND TOTAL PROPOSALS 'A-B': * \$1,176,900.00 \$1,734,060.00 \$ 2,160,000.00

SCHEDULE OF VALUES	Attached	Attached	Attached
INSURANCE: Can Meet	XX	XX	XX
Cannot Meet			
SITE INSPECTION: Y/N	YES	YES	YES
DATE	JULY 2004	7/26/04	7/23 & 7/24/04
EXTENDING TO MITN PURCHASING COOPERATIVE Y or N	NO	YES	NO
PROGRESS PAYMENTS Schedule:	BI-WEEKLY	W/ 30 DAYS OF INVOICE	WEEKLY
Identified as:	N/A	BLANK	BLANK
TERMS:	NET 14 DAYS	BLANK	UPON RECEIPT
EXCEPTIONS:	NONE	LISTED IN BID	BLANK
VALUE-ADDED SERVICES:			
PRODUCE 1500CY OF SHREDDED			
HARDWOOD ANNUALLY FREE			
OF CHARGE			
ACKNOWLEDGEMENT - SIGNED Y or N	YES	YES	YES
Proposed Personnel & Equipment Y or N	YES	YES	YES

*** JH HART URBAN FORESTRY LOW TOTAL BIDDER MEETING SPECIFICATIONS**

NO BIDS:

Harry Fox, Inc

DMS: Owen Tree Service, Inc. Reason - No bid surety check submitted as specified. Included a 5% bid bond which was specifically excluded in the bid documents.

ATTEST:

Ron Hynd

Mark Colombo

Jeffrey Biegler

Charlene McComb

Linda Bockstanz

Jeanette Bennett
Purchasing Director

J.H. HART URBAN FORESTRY

**SCHEDULE OF VALUES 2004 – 2005 PROGRAM****Your company MUST complete this form**

ITEM	EQUIPMENT DESCRIPTION:	RATES:
Labor – ARBORIST Monday – Friday 8am to 5pm	See exhibit 'D'	\$ 37.00 / Man Hour
Overtime Rate: see Bid, pp 2	See exhibit 'D'	\$ 55.50 / Man Hour
Overtime: Holiday Time:		\$ 55.50 / Man Hour
Labor – TREE MAN Monday – Friday 8am to 5pm	See exhibit 'D'	\$ 26.45 / Man Hour
Overtime Rate: see Bid, pp 2	See exhibit 'D'	\$ 39.68 / Man Hour
Overtime: Holiday Time:		\$ 39.68 / Man Hour
Labor – STUMP MAN Monday – Friday 8am to 5pm	See exhibit 'D'	\$ 37.00 / Man Hour
Overtime Rate: see Bid, pp 2	See exhibit 'D'	\$ 55.50 / Man Hour
Overtime: Holiday Time:		\$ 55.50 / Man Hour
Logging truck / lift	See exhibit 'D'	\$ 38.00 / Unit / 1 Hour
Aerial tower	See exhibit 'D'	\$ 12.50 / Unit / 1 Hour
Brush chipper	See exhibit 'D'	\$ 6.25 / Unit / 1 Hour
Dump truck	See exhibit 'D'	\$ 6.25 / Unit / 1 Hour
Truck w/ walking floor	See exhibit 'D'	\$ 38.00 / Unit / 1 Hour
Stump chipper	See exhibit 'D'	\$ 38.00 / Unit / 1 Hour
Loader	See exhibit 'D'	\$ 38.00 / Unit / 1 Hour
Heavy duty pick-up	See exhibit 'D'	\$ 6.25 / Unit / 1 Hour
OTHER:		
Arrow Board	See exhibit 'D'	\$6.25/Hr / Unit/ 1
Horizontal Grinder	See exhibit 'D'	\$300.00/Hr / Unit/ 1
Wood Trailer	See exhibit 'D'	\$2.00/Hr / Unit/ 1

E-7 Standard Purchasing Resolution 9: Approval to Expend Funds for Membership Dues and Membership Renewals Over \$10,000.00: Southeast Michigan Council of Governments (SEMCOG) – 2004 Membership Dues

Resolution #2004-08-398-E-7

RESOLVED, That **APPROVAL IS GRANTED** to pay the 2004 Southeast Michigan Council of Governments (SEMCOG) membership dues from July 15, 2004 to July 15, 2005 in the amount of \$11,040.00.

E-1b Address of “E” Items Removed for Discussion by City Council and/or the Public

E-8 Approval of Changed Service Dates for Maintenance Contract for Sanctuary Lake Golf Course

Resolution #2004-08-399
Moved by Beltramini
Seconded by Eisenbacher

WHEREAS, On March 1, 2004 through Resolution #2004-03-117, staff was authorized to prepare contract documents for Douglas Treadwell Golf and Associates to provide golf maintenance from June 1, 2004 through November 30, 2004.

NOW, THEREFORE BE IT RESOLVED, That the Mayor and City Clerk are **AUTHORIZED TO EXECUTE** the attached contract documents as corrected, and with the following date change from July 1, 2004 through December 31, 2004; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

Yes: All-7

E-9 Standard Purchasing Resolution 2: Bid Award – Low Bidder Meeting Specifications – Tree/Stump Removal Service

Resolution #2004-08-400
Moved by Howrylak
Seconded by Stine

RESOLVED, That a one-year contract to provide crews and equipment for Tree / Stump Removal Services on City-owned property, including ash trees, with an option to renew for one (1) additional year is hereby **AWARDED** to the low total bidder meeting specifications, J.H. Hart Urban Forestry of Sterling Heights, for an estimated yearly cost of \$1,500,000.00, at unit prices contained in the bid tabulation opened July 30, 2004, and supplemental Schedule of Values as listed in Appendix I, copies of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon the contractor **SUBMISSION** of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

August 5, 2004

To: John Szerlag, City Manager

From: Steve Vandette, Acting Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol K. Anderson, Parks and Recreation Director

Subject: **Agenda Item** - Standard Purchasing Resolution 2: Bid Award -
Low Bidder Meeting Specifications – Tree/Stump Removal Services

RECOMMENDATION

On July 30, 2004, bid proposals were opened for a one (1) year contract to provide crews and equipment for tree / stump removal services on right-of-ways and City owned property, including ash trees, with an option to renew for one (1) additional year. After reviewing these proposals, City management recommends awarding the contract to the low total bidder meeting specifications, J.H. Hart Urban Forestry of Sterling Heights for an estimated total yearly cost of \$1,500,000.00, at unit prices contained in the attached bid tabulation and supplemental Schedule of Values listed in Appendix I.

The award is contingent upon contractor submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

SUMMARY

Due to the emerald ash borer, an estimated 20,000 to 30,000 ash trees on municipal property are creating hazardous situations. This contract will field four (4) tree removal crews and three (3) stump removal crews. These crews will be assigned square miles of the City and instructed to remove all ash trees and any other dead trees found on municipal property inside that square mile. Upon completion of each square mile, they will be reassigned to another square mile until the entire City has been serviced.

BUDGET

Funds for this project are available through the Parks Capital Account for Subdivision Improvements #401780.7974.130.

79 Vendors Notified on the MITN System

4 Bid Responses Received

1 Bid did not meet specifications

1 Late Bid

1 No Bid: Company's schedule does not permit performance of the specifications.

Prepared by: Ron Hynd, Landscape Analyst



Downloading History for ITB-COT 04-34TreeRemoval

The report below shows all fax and e-mail vendors that matched this document when it was originally issued. It also shows all vendors that have downloaded or ordered the document and any subsequent amendments as of 8/2/2004.

Document Title:	One Year Requirements Tree / Stump Removal Services with Option
Date Issued:	7/9/2004
Close Date:	7/30/2004

Click on the table headings for "Account Number" or "Company name" to re-sort this report by that column. You may also click on any vendor account number to view their account information.

<u>Acct #</u>	<u>Company Name</u>	<u>Service</u>	<u>Date Obtained Document</u>	<u>Date Obtained Amendments</u>
16428	A. LILIA'S MAINTENANCE, INC.	Fax	7/15/2004	
12306	Advanced Services Lawn and Landscape	E-mail		
13986	Advanced Tree Care, Inc.	E-mail	7/28/2004	
14952	All State Tree & Lawn, Inc.	E-mail	7/21/2004	
14279	Amerinational Community Services	E-mail		
18056	ARBORCARE TREE SPECIALISTS LLC	Fax	7/20/2004	
13397	Asplundh Tree Expert Co.	Free	7/20/2004	
12114	B & B Lawn Service	Fax		
10139	B & J Parking Lot Maintenance, Inc.	E-mail		
15934	B & W Management Services, Inc	E-mail		
17378	Bedard Shade Tree Co., Inc.	E-mail		
17272	Ben & Dan's Landscaping, Inc.	E-mail		
18295	Beninati Land Clearing, Inc	Free	7/29/2004	
16863	BOSS Commercial Building Services	Free	7/29/2004	
11631	Bowman Construction LLC	Free	7/12/2004	
13917	Branch Tree Service, Inc.	Fax	7/9/2004	
18138	C & G Disaster Recovery Group, LLC	Free	7/15/2004	
10682	C & R Maintenance d/b/a Rizzo Services	E-mail	7/20/2004	
11355	Cartegraph	E-mail		
12856	CCH Incorporated	Free	7/20/2004	
10915				

	CITYWORKS, INC.	E-mail		
16071	Corporate Cleaning Group, Inc.	E-mail	7/14/2004	
15987	Cutting by Faith Landscaping snow	E-mail		
11681	D and J Lawn and Snow Corp.	E-mail		
15620	D. A. Alexander & Company	E-mail	7/22/2004	
13317	DJG & Associates	E-mail		
14616	Downriver Tree Service, Inc.	E-mail	7/28/2004	
17666	Eagle 1 Tree Service	Fax	7/10/2004	
14381	Environmental Wood Solutions	Fax		
10657	Envision Enterprises	E-mail		
16017	Fleis & Vandebriek Engineering, Inc	E-mail		
10938	Great Lakes Landscaping & Construction Inc.	Fax		
16111	Green Way Maintenance, LLC	E-mail		
14972	Harry Fox, Incorporated	Free	7/13/2004	
15149	HAWTHORNE TREE & LAWN CARE INC.	Fax	7/21/2004	
16255	I.E. Inc. Land Clearing and Grinding Service	Fax		
18255	IROQUOIS TREE SERVICE,LLC	Free	7/27/2004	
10543	J & W Tree Artisans	Free	7/18/2004	
10798	J.H. Hart Urban Forestry	E-mail	7/29/2004	
17522	Jack B. Anglin Company, Inc	E-mail		
17160	K.J. Tree Service Inc.	Fax		
15135	Kappy Industries Inc	Free	7/22/2004	
13409	kathys lawn maintenance	Free	7/16/2004	
14108	Kevin's Lawn Care & Snow Removal	E-mail		
16835	Kirtland Landscape Inc.	E-mail		
16067	Landscape Services, Inc.	E-mail		
14891	Lawn Barber Inc.	Fax		
17283	Metropolitan Tree Inc.	Fax		
11639	Mike's Tree Surgeons, Inc.	E-mail	7/23/2004	
10295	NLS Lawn Care Inc.	Free	7/27/2004	
14529	Northwood Contracting Incorporated	Fax		
18182	Oakland Tree Service	E-mail	7/19/2004	
10203	Owen Tree Service, Inc.	E-mail	7/16/2004	
18148	Paul Davis Restoration of Macomb and St. Clair	Free	7/14/2004	
15672	Perfect Irrigation & Landscape	E-mail	7/14/2004	
17790	Pete Wood Plumbing & Heating Co.	E-mail		
18310	Phil's Tree Services	E-mail	8/1/2004	
16120	PlaySmart Recreational Construction Inc.	Free	7/12/2004	
13725	Quality Tree Services, L.L.C.	E-mail		
16190	shades of green	Fax	7/29/2004	

13704	Shepherd's Landscape and Tree Service	E-mail		
13730	SMART Management Group, LLC	E-mail		
13684	soil and materials engineers, inc	E-mail		
13914	Steele's Service's LLC	E-mail		
18172	Stewarts Tree Service	Fax	7/29/2004	
10731	T.F.R. Enterprises, Inc.	E-mail		
13975	The Davey Co.	Free	7/28/2004	
17106	The Energy Group, Inc.	E-mail	7/30/2004	
15269	Tiede Landscaping	E-mail		
12516	Tree & Lawn Spraying	Free	7/19/2004	
13480	Tri-County Tree Expert Co., Inc.	E-mail	7/15/2004	
16126	ULTRA Professional Outdoor Services	Free	7/24/2004	
16454	UNITED TREE SERVICE	E-mail		
17713	Valentinco	E-mail		
15073	W.T. Stevens Construction, Inc.	Free	7/21/2004	
14338	Washtenaw Inc., Maintenance Services	E-mail	7/15/2004	
17151	Watts Lawn Service	E-mail		
17546	wonsey tree service, inc	Fax		
14292	Woody's Tree Service	E-mail	7/24/2004	

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