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SUBJECT: HAZARDOUS TREE SERVICES, TREE PRUNING, AND RIGHT-OF-WAY ENCROACHMENT CLEARING – REBID

BID #: CP-0020-22 **OPEN DATE: 2021-12-1**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: CONSTRUCTION PARTICIPATION

AGENCY: PUBLIC WORKS

BASIS OF AWARD: TOTAL BASE BID PLUS SELECTED ALTERNATE(S) IF ANY-LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED: 1** **OTHER: 0**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Lewis Tree Service, Inc., as the lowest responsive, responsible bidder in the total base bid amount of $1,141,454.20. Period of Service will be two (2) years beginning on the date of the Blanket Order with two (2) two (2) year renewal options.

Funding for this award will be encumbered by individual releases against a contract purchase agreement dependent on funding, the appropriate account, and fiscal year. Award to be executed by formal contract through Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Bid Tabulation, Basis of Award, Scope of Work, JSEB Documentation

ANALYST: _____ BRYAN MATUS

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Dave McDaniel, Chief, Mowing and Landscape Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road North
Jacksonville, FL 32225
(904) 255-4299
www.coj.net

ONE CITY ONE JACKSONVILLE

DATE: December 30, 2021

MEMORANDUM

TO: Gregory W. Pease, Chief
Procurement Division

THRU: John Pappas, P.E., Director

FROM: Dave McDaniel, Chief

SUBJECT: CP-0020-22
Hazardous Tree Services, Tree Pruning, and Right-Of-Way Encroachment Clearing - Rebid
Recommendation to Award

In response to the solicitation for bids for Hazardous Tree Services, Tree Pruning, and Right-Of-Way Encroachment Clearing – Rebid dated December 1, 2021, the Procurement Division received one (1) response from Lewis Tree Service, Inc. The result was made available to the Mowing & Landscape Maintenance Division to review for a recommendation to award and advised that the bidder met the minimum bid qualifications.

The Mowing & Landscape Maintenance Division has reviewed the single bid received and determined that the bidder, Lewis Tree Service, Inc., submitted the lowest, most responsive bid in the amount of $1,141,454.20.

The bid has also been reviewed and approved by the EBO office for compliance and assigned the Participation Percentage Plan with a JSEB goal of 20%.

Accordingly, the Mowing & Landscape Maintenance Division recommends approval of the award to Lewis Tree Service, Inc. in the bid amount of $1,141,454.20.

The contract period shall be for two (2) years beginning on the date of the "Blanket Order" issued by the City. The contract may be extended two (2) times for a two (2) year period by mutual agreement of both parties, provided funds are available.

Funding for this award will be encumbered by individual releases against a contract purchase agreement/master blanket order dependent on funding, the appropriate account and fiscal year. A formal contract will be executed through the Office of General Counsel.

Should you have any questions or require additional information please contact Jim Lange at 255-4316.

cc: Steve Schlessinger, Public Works Contracts and Finance Manager
Bryan Matus, Purchasing Analyst
Dalton Smith, Urban Forester
Jim Lange, Contract Administration Coordinator

Attachments: Bid Tabulation
EBO Office Memorandum

MANDATORY PRE-BID CONFERENCE: NOVEMBER 16, 2021

TITLE:	HAZARDOUS TREE SERVICES, TREE PRUNING, AND RIGHT-OF-WAY ENCROACHMENT CLEARING- REBID			Lewis Tree Service, Inc.	
BID NO.	CP-0020-22 (MOWING & LANDSCAPE)				
OPEN DATE:	December 1, 2021 @ 2:00 PM				
BUYER:	BRYAN MATUS, PURCHASING ANALYST				
No. Invited: (7)	No. Received (1)	No Bids: (0)			
ITEM	DESCRIPTION	EST. QUANTITY	UNIT		
1	Remove tree/leaner <12" DBH	20	E	$ 71.87	$ 1,437.40
2	Fell tree/leaner <12" DBH Leave debris curbside in right-of-way	10	E	$ 63.76	$ 637.60
3	Remove tree/leaner 12" to 18" DBH	50	E	$ 299.20	$ 14,960.00
4	Fell tree/leaner 12" to 18" DBH Leave debris curbside in right-of-way	20	E	$ 291.09	$ 5,821.80
5	Remove tree/leaner 18" to 24" DBH	50	E	$ 564.66	$ 28,233.00
6	Fell tree/leaner 18"to 24" DBH Leave debris curbside in right-of-way.	40	E	$ 548.83	$ 21,953.20
7	Remove tree/leaner 24" to 30" DBH	100	E	$ 819.85	$ 81,985.00
8	Fell tree/leaner 24" to 30" DBH Leave debris curbside in right-of-way	40	E	$ 804.03	$ 32,161.20
9	Remove tree/leaner 30" to 36" DBH	120	E	$ 1,143.98	$ 137,277.60

10	Fell tree/leaner 30" to 36" DBH Leave debris curbside in right-of-way	60	E	$ 1,128.15	$ 67,689.00
11	Remove tree/leaner 36" to 42" DBH	120	E	$ 1,605.58	$ 192,669.60
12	Fell tree/leaner 36" to 42" DBH Leave debris curbside in right-of-way	20	E	$ 1,528.40	$ 30,568.00
13	Remove tree/leaner 42" to 48" DBH	40	E	$ 2,163.30	$ 86,532.00
14	Fell tree/leaner 42" to 48" DBH Leave debris curbside in the right-of-way	30	E	$ 2,008.91	$ 60,267.30
15	Remove tree/leaner 48" to 54" DBH	20	E	$ 3,801.53	$ 76,030.60
16	Fell tree/leaner 48" to 54" DBH Leave debris curbside in right-of-way	10	E	$ 3,611.46	$ 36,114.60
17	2 person crew, aerial lift & chipper Hourly pruning & debris disposal	400	Hr	$ 120.33	$ 48,132.00
18	2 person crew, aerial lift & chipper Emergency hourly pruning & debris disposal	100	Hr	$ 153.29	$ 15,329.00
19	3 person crew, aerial lift & chipper Hourly pruning & debris disposal	300	Hr	$ 164.95	$ 49,485.00
20	3 person crew, aerial lift & chipper Emergency hourly pruning & debris disposal	60	Hr	$ 213.53	$ 12,811.80
21	4 person crew, aerial lift & chipper Hourly pruning & debris disposal	40	Hr	$ 209.56	$ 8,382.40
22	4 person crew, aerial lift & chipper Emergency hourly pruning & debris disposal	20	Hr	$ 273.76	$ 5,475.20
23	4 person crew, aerial lift, chipper & loader Hourly tree removal & debris disposal	100	Hr	$ 277.92	$ 27,792.00
24	4 person crew, aerial lift, chipper & loader Emergency hourly tree removal & debris disposal	20	Hr	$ 343.85	$ 6,877.00

25	3 person crew, spider lift Hourly tree removal & debris disposal	40	Hr	$ 234.30	$ 9,372.00
26	3 person crew, spider lift Emergency hourly tree removal/pruning & debris disposal	20	Hr	$ 262.53	$ 5,250.60
27	Hanger removal	100	E	$ 144.35	$ 14,435.00
28	Stump Grinding	8000	Dia. Inch	$ 3.19	$ 25,520.00
29	Right-of-Way Encroachment Clearing-One (1) side of right-of-way	14	1000 LF	$ 2,732.45	$ 38,254.30
			BASE BID TOTAL (ITEMS 1-29)	**$**	**1,141,454.20**
			BID PROPOSAL FORM	Yes	
			LICENSED SUB	NA	
			CONFLICT OF INTEREST:	Yes	
			BID BOND/SECURITY:	Yes	

B. BASIS OF AWARD

The project may be awarded to the lowest responsive, responsible Bidder contingent on the availability of funds within the project's approved budget. The corrected extended prices of the Base Bid, and selected Alternates, if any, will be used to determine the lowest qualified Bid. If selected by the City, Alternate bid items will be awarded in the order of priority listed (i.e., 1, 2, 3), unless otherwise noted. Proposals in which the prices obviously are unbalanced will be rejected. The CITY has the right to reject any or all bids.

C. REVISIONS OF BID PROPOSAL FORM

Request for revision of the Bid Proposal Form must be made to the ENGINEER at least ten (10) days prior to date of opening of Bids. Revision of the Bid Proposal by the Bidder will void the Bid.

D. CONTRACT EXPIRATION DATE

The Contract expiration date shall be established as follows:

The Contract shall be for two (2) years beginning on the date of the "Blanket Order" issued by the City. The contract may be extended two (2) times for a two (2) year period by mutual agreement of both parties, provided funds are available.

E. BID CHANGES

No changes in the amount of Bids appearing on the outside of Bids will be considered. Only the amounts shown on bid documents inside the envelope will be considered. All changes, corrections and erasures must be initialed by the person signing the bid.

F. COMPLETION OF WORK

The CONTRACTOR shall begin work covered by these specifications within twenty (20) calendar days, including Sundays and holidays, from the date of the City's Blanket Order. The Contact will be for one (1) year from the date of the Blanket Order. All work orders issued under the Blanket Order must be completed by the expiration date established for the Blanket Order unless the Blanket Order is extended by the City.

G. SUBMITTAL STATEMENT

The undersigned Bidder certifies that this Bid is made without any previous understanding, agreement, or connection with any person, firm, or corporation bidding on this work; and that the Bid is made in good faith, without outside control, collusion, fraud, or otherwise illegal action.

The undersigned Bidder has examined and read (cover to cover) all Drawings, Specifications, General and Special Conditions, and other Contract Documents, and all Addenda thereto; and is acquainted with and fully understands the extent and character of the work covered by this Proposal and the specified requirements, for the proposed work.

The undersigned Bidder certifies that no officer or agent of the CITY will directly or indirectly benefit from this bid.

The undersigned Bidder states that this Proposal is made in conformity with the Contract Documents, and agrees that in case of any discrepancy or differences between its Proposal and the Contract Documents, the provisions of the latter shall prevail.

The undersigned Bidder certifies that it has carefully examined the foregoing Proposal after the same was completed and has verified every item placed thereon; and agrees to indemnify, defend and save harmless the

City of Jacksonville, Florida

HAZARDOUS TREE SERVICES, TREE PRUNING AND RIGHT-OF-WAY ENCROACHMENT CLEARING - REBID

SECTION 30
SCOPE OF WORK

30.1 SCOPE

A. The work covered by these Contract Documents consists of furnishing all labor, materials, and equipment and performing operations necessary for the various types of tree removal, tree pruning and site clearing services on City rights-of-way and City owned parcels as well as on privately owned properties which have been cited by the City Municipal Code Compliance Division for violations of the Jacksonville Property Safety and Maintenance Code.

B. The work includes tree removal, tree pruning, stump grinding, brush and tall grass removal, and the disposal of debris generated by these operations. Also included is emergency tree work which may be required at any hour of the day or night to protect the public and to facilitate the restoration of essential public services. There may also be FEMA response work required, including the removal of "leaners" and "hangers," if a catastrophic event or natural emergency occurs during the contract period.

C. It is estimated that for each year of the contract, approximately 500 trees may require removal, and tree pruning may require between 100 and 950 crew hours. These numbers are considered estimates; the actual work required during the contract year may be more or less than these figures.

30.2 JOB SITE LOCATION: The Urban Forester will select the job sites for tree work by separate work orders which will be at various locations within Duval County.

30.3 INTENT OF PROJECT: It is the intent of these Contract Documents to provide the City with tree removal, tree pruning and other related services on City rights-of-way and other property. It is not the intent of these Contract Documents to minutely define the mode and fabric of the specified services but rather to set fourth rational and reasonable criteria for accomplishing the work.

Department of Finance and Administration
Procurement Division

CITY OF JACKSONVILLE

December 29, 2021

To: Gregory A. Pease, Chief
Procurement Division

From: Aileen Cruz, Business Analyst
Equal Business Opportunity Office / Jacksonville Small & Emerging Business Program

Re: **CP-0020-22 - Hazardous Tree Services, Tree Pruning, and Right-Of-Way Encroachment Clearing- Rebid**

The Equal Business Opportunity Office has reviewed the lowest bidder/ proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the lowest bidder/proposer is **Lewis Tree Services.**, with a total base bid of **$ 1,141,454.20** and the 20% JSEB goal. Based upon review of the JSEB schedule of work, the Letters of intent, and the areas of certification, the lowest bidders/ proposers meet the goal by utilizing 20% participation with the following JSEB's:

A Real Unique Enterprise LLC	$ 114,142.00
Freedom Landscape & Lawn Maintenance, Inc	$ 114,142.00

Our review efforts are documented and available upon request. Please let us know if you have any questions or concerns. I can be reached at (904) 255-8828.

cc: Bryan Matus
Dinah Coleman Mason