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

BID #: CP-0238-17 **OPEN DATE:** 9/20/2017

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: (42) NUMBER RECEIVED: (1) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 10/26/17 to Lewis Tree Service, Inc. (contract #10053-01), in the amount of $830,842.30; Increase approved on 01/11/18 in the amount of $960,878.70; 1st Renewal option awarded on 08/2/18 in the amount of $853,275.04; Award approved for negotiated billing rates emergency work on 08/09/18; Increased on 11/08/18 in the amount of $985,000.00.

Recommend approval to increase award with Lewis Tree Services, Inc., in the amount of $300,000.00, for the tree replacement program via Ordinance 2018-775. Total revised annual expenditure amount not-to-exceed $3,929,996.04.

This award is to be funded by various PWML accounts and processed by individual Purchase Order(s).

Attachments: Recommendation Memo, Previous Award(s), Ordinance 2018-775

ANALYST: Marilyn Laidler **RESPECTFULLY SUBMITTED** Greg Pease
MARILYN LAIDLER GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Dave McDaniel, Chief, Mowing and Landscape Maintenance 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) 472-2910
www.coj.net

ONE CITY. ONE JACKSONVILLE

MEMORANDUM

TO: Greg Pease, Division Chief
Procurement Division

THRU: John Pappas, Director
Public Works Department

FROM: Dave McDaniel, Division Chief
Mowing and Landscape Maintenance Division

DATE: January 29, 2019

SUBJECT: **Increase – Hazardous Tree Services, Tree Pruning and Right-of-Way Encroachment Clearing**

Bid Number:	CP-0238-17
Master Blanket No.:	8A01798
Contract No.:	10053-01
Contractor:	Lewis Tree Services, Inc.
Increase Amount:	$300,000.00

The Mowing and Landscape Maintenance Division of the Department of Public Works respectfully requests approval to increase the upset limit for FY19 by $300,000.00 for the Tree Replacement Program via Ordinance 2018-775.

The current award not-to-exceed limit is $3,629,996.04. With this increase of $300,000.00 the new not-to-exceed limit will be $3,929,996.04.

The funds will be encumbered by individual release(s) under Master Blanket No. 8A01798 using various accounts as funding is available.

Should you have any questions or require additional information concerning this request, please contact Richard Leon at 255-4324.

Cc: Marilyn Laidler, Purchasing Analyst, Procurement Division
Richard Leon, City Arborist
John Tyson, Contract Administration Coordinator

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

BID #: CP-0238-17 **OPEN DATE: 9/20/2017**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: (42) NUMBER RECEIVED: (1) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 10/26/17 to Lewis Tree Service, Inc. (contract #10053-01), in the amount of $830,842.30; Increase approved on 01/11/18 in the amount of $960,878.70; 1st Renewal option awarded on 08/2/18 in the amount of $853,275.04; Award approved for negotiated billing rates emergency work on 08/09/18.

Recommend approval to increase award with Lewis Tree Services, Inc., in the amount of $985,000.00, for tree services and any emergency tree services that may arise during fiscal year 19. Total revised annual expenditure amount not-to-exceed $3,629,996.04.

This award is to be funded by various PWML accounts and processed by individual Purchase Order(s).

Attachments: Recommendation Memo, Previous Award(s)

ANALYST: Marilyn Laidler MARILYN LAIDLER RESPECTFULLY SUBMITTED Greg Pease GREGORY PEASE, CHIEF PROCUREMENT DIVISION

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

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 11/08/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 11/08/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION Sam E. Mousa

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

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

BID #: CP-0236-17 **OPEN DATE: 9/20/2017**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: (42) NUMBER RECEIVED: (1) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 10/26/17 to Lewis Tree Service, Inc. (contract #10053-01), in the amount of $830,842.30; Increase approved on 01/11/18 in the amount of $960,878.70; 1st Renewal option awarded on 08/2/18 in the amount of $853,275.04.

Recommend approval of award to incorporate the negotiated billing rates for emergency work after major storms or other significant disasters, in accordance with Section 31.62 A, 2, c., "Billing Rates: The City and the contractor will negotiate the labor and equipment billing rate for external crews after the execution of the contract." All other terms and conditions shall remain unchanged.

To be executed by formal contract amendment through Office of General Counsel.

Attachments: Recommendation Memo, Amendment to Agreement, Addendums 1-4, Previous Award(s)

ANALYST: Gracey Chinzeta for MARILYN LAIDLER RESPECTFULLY SUBMITTED Gracey Chinzeta for GREGORY PEASE, CHIEF PROCUREMENT DIVISION

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

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 8/09/18

Teresa L Eichner

OTHER:

ACTION OF AWARDING AUTHORITY DATE 8/09/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION Sam E. Mousa

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

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

BID #: CP-0238-17 OPEN DATE: 9/20/2017

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER.

NUMBER OF BIDS INVITED: (42) NUMBER RECEIVED: (1) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 10/26/17 to Lewis Tree Service, Inc., in the amount of $830,842.30; increase approved on 01/11/18 in the amount of $960,878.70.

Recommend approval to utilize the first renewal option with Lewis Tree Service, Inc., in the annual expenditure amount of $853,275.04. This reflects the 2.7% increase to the contract unit prices for all items, per Consumer Price Index for all Urban Consumers-South Region (Series CUUR0300SAO) from June 2017 through June 2018, as required in Section 31.44 of bid specifications. This results in an overall increase of $22,432.74 to the base bid price. Period of Service will be from October 25, 2018 through October 25, 2019, with two (2) renewal options remaining. Total award amount not-to-exceed $2,544,996.04.

Funding for this award to be encumbered by account(s): PWML011TR-03410; PWML15F-04904; PWML461TR-03410 to be executed by Purchase Order(s).

Attachments: Recommendation Memo, Vendor Letter, CPI Information, Section 31.44, Previous Award(s)

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2018. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for work herein. A written notification will be provided in the event the funds are appropriated.

ANALYST: Marilyn Raidler MARILYN RAIDLER RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

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

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 8/02/18

Teresa L. Eichner OTHER:

ACTION OF AWARDING AUTHORITY DATE 8/02/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION Sam E. Mousa

Sam E. Mousa
~~Chief Administrative Officer~~
For: Mayor Lenny Curry
~~Under Authority of~~
Executive Order No 2015-05

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

BID #: CP-0238-17 OPEN DATE: 9/20/2017

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER.

NUMBER OF BIDS INVITED: (42) NUMBER RECEIVED: (1) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 10/26/17 to Lewis Tree Service, Inc., in the amount of $830,842.30.

Recommend approval to increase award with Lewis Tree Service, Inc., in the amount of $960,878.70, for tree services and any emergency tree services that may arise during the fiscal year, total revised annual expenditure not-to-exceed $1,791,721.00.

Funding will be encumbered by issuance of individual purchase orders under master blanket using various PWML accounts.

Attachments: Recommendation Memo, Previous Award

ANALYST: MARILYN LAIDLER RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

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

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 01/11/18

Teresa R. Eilbert OTHER:

ACTION OF AWARDING AUTHORITY DATE 1/11/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Chief Administrative Officer
For Wayne County
Acting Authority of
Executive Order No 2015-05

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

BID #: CP-0238-17 OPEN DATE: 9/20/2017

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER.

NUMBER OF BIDS INVITED: (42) NUMBER RECEIVED: (1) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder, Lewis Tree Service, Inc. Period of service is for one (1) year from date of award. Total expenditure amount is $830,842.30.

This award to be funded by the following accounts on an as-needed basis and to be encumbered by purchase order: PWML011TR-03410; PWML15F-04904; PWML461TR-03410; PWML1L2PPTR-03410

Attachments: Recommendation Memo, Tabulation, Terms & Conditions, Scope of Work

ANALYST: Annette Burney RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

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

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 10/26/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/26/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

Amended 12/11/18
ENACTED 12/11/18

Introduced by Council Member Crescimbeni and amended by the Neighborhoods, Community Services, Public Health and Safety Committee:

ORDINANCE 2018-775-E

AN ORDINANCE APPROPRIATING $300,000.00 FROM THE TREE PROTECTION AND RELATED EXPENSES TRUST FUND, SUBFUND 15F, FOR A COUNTY-WIDE PROGRAM TO PROVIDE TREE PLANTING IN THE PUBLIC RIGHTS-OF-WAY WHERE TREES HAVE BEEN REMOVED BY THE CITY DUE TO TREE CONDITION; APPROPRIATING $200,000.00 FROM THE TREE PROTECTION AND RELATED EXPENSES TRUST FUND, SUBFUND 15F, FOR A COUNTY-WIDE PROGRAM TO PROVIDE TREE PLANTING IN THE PUBLIC RIGHTS-OF-WAY IN LOCATIONS WHERE ADJACENT PROPERTY OWNERS HAVE MADE REQUESTS THROUGH 630-CITY; APPROVING, AND REQUESTING THE MAYOR, OR HIS DESIGNEE, TO DIRECT THE DEPARTMENT OF PUBLIC WORKS TO ADMINISTER THE TWO PROGRAMS IN ACCORDANCE WITH THE CRITERIA HEREIN PROVIDED; PROVIDING A CARRYOVER OF FUNDS INTO SUBSEQUENT FISCAL YEARS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Tree Commission, an advisory body of the City of Jacksonville formed to encourage and coordinate the efforts of the various public and private entities that are concerned with the conservation and enhancement of the City's Tree Canopy, voted to recommend two types of tree replacement programs to be administered

by Public Works, now therefore

BE IT ORDAINED by the Council of the City of Jacksonville:

Section 1. Appropriation for Tree Replacement Program. For the 2018-2019 fiscal year, within the City's budget, there are hereby appropriated the indicated sum(s) from the account(s) listed in subsection (a) to the account(s) listed in subsection (b):

(The account information is attached hereto as **Exhibit 1**, and incorporated herein by this reference)

(a) Appropriated from:

See attached **Exhibit 1** $300,000.00

(b) Appropriated to:

See attached **Exhibit 1** $300,000.00

(c) **Explanation of the appropriation** - The funding above is to provide $300,000.00 from the Tree Protection and Related Expenses Trust Fund, Subfund 15F, for a county-wide right-of-way tree replacement program, to be administered by the Department of Public Works.

Section 2. Purpose. The purpose of the appropriation in Section 1 is to provide $300,000.00 for a tree replacement program (the "Tree Replacement Program"), to plant trees within public rights-of-way in Duval County. The Tree Replacement Program funds will be expended in this way: When a tree within the public right-of-way is damaged, dead, in impending decline, or becomes a hazard to the public health, safety and welfare, the Department of Public Works may use Subfund 15F to remove and replace said tree, so long as

(1) the tree removed is replaced within six (6) months;

(2) the species of replacement tree is contained in the "Tree Commission Approved Tree Planting List", attached hereto as **Exhibit 2** and approved by a City Arborist; and

(3) the location of the replacement tree is approved by a City Arborist and is in close proximity to the tree removed, such as either: within the right-of-way of the parcel abutting the tree removal site, or in the right-of-way of an adjacent parcel abutting, or across the street from, the tree removal site, but in no instance shall the location of the replacement tree be more than 100 feet away from the tree that was removed.

Section 3. Appropriation for 630-CITY Tree Planting Program. For the 2018-2019 fiscal year, within the City's budget, there are hereby appropriated the indicated sum(s) from the account(s) listed in subsection (a) to the account(s) listed in subsection (b):

(The account information is attached hereto as **Exhibit 1**, and incorporated herein by this reference)

(a) Appropriated from:

See attached **Exhibit 1** $200,000.00

(b) Appropriated to:

See attached **Exhibit 1** $200,000.00

(c) **Explanation of the appropriation** - The funding above is to provide $200,000.00 from the Tree Protection and Related Expenses Trust Fund, Subfund 15F, for a county-wide right-of-way tree planting program in locations where adjacent property owners have requested trees to be planted through 630-CITY, to be administered by the Department of Public Works.

Section 4. Purpose. The purpose of the appropriation in Section 3 is to provide $200,000.00 for a tree planting program (the "630-CITY Tree Planting Program"), to plant trees within public rights-of-way in Duval County in locations where adjacent property owners have requested trees, through 630-CITY (the CARE System). The Program funds will be expended in this way:

(1) when a property owner enlists the help of the City through "630-CITY" asking for a new tree to be installed in the right-of-way adjacent to their property, the Department of Public Works may use Subfund 15F to install a tree approved in accordance with the "Tree Commission Approved Tree Planting List" attached hereto as **Exhibit 2;**

(2) The location and species must be approved by a City Arborist; and

(3) the request may not exceed two trees within a one year period per property owner request, unless otherwise approved by the Tree Commission.

Section 5. Oversight Department. The Public Works Department shall oversee the Programs described herein. The trees that are removed and those that are planted shall be recorded electronically on Plan-it GEO, or its equivalent, and shall note the species and size of each, as well as the date of planting or removal, and the Ordinance number, if applicable, appropriating the funding.

Section 6. Carryover. The funds appropriated in this ordinance shall not lapse but shall carryover to subsequent fiscal years.

Section 7. Effective Date. This ordinance shall become effective upon signature by the Mayor or upon becoming effective without the Mayor's signature.

Form Approved:

/s/ Shannon K. Eller

Office of General Counsel

Legislation Prepared By: Susan C. Grandin

GC-#1252828-v1-2018-775-E.doc

CP-0238-17	Lewis Tree Service, Inc.	
10/26/2017	$830,842.30	Award
1/11/2018	$960,878.70	Increase
8/2/2018	$853,275.04	1st renewal option
8/9/2018		Emergency Billing Rates Only
8/9/2018	$985,000.00	Increase
Pending	$300,000.00	Increase

$3,929,996.04 Total Award