



Legislation Details (With Text)

**File #:** 22-1360      **Version:** 1  
**Type:** BID, RFP, RFQ, COOP, SOLE SOURCE, OPTION YEAR      **Status:** Passed  
**File created:** 11/2/2022      **In control:** City Council  
**On agenda:** 11/15/2022      **Final action:** 11/15/2022  
**Title:** Approve the award of Option Year One to Contract 21-382, Parkway Tree Trimming Services, to NJ Ryan Tree & Landscape and Steve Piper and Sons Inc. for an amount not to exceed \$210,000 and for a one-year term

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
11/15/2022	1	City Council	approved as amended	Pass

**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Option Year One to Contract 21-382, Parkway Tree Trimming Services, to NJ Ryan Tree & Landscape and Steve Piper and Sons Inc. for an amount not to exceed \$210,000 and for a one-year term

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The Department of Public Works (DPW) is responsible for the care and maintenance of more than 70,000 parkway trees throughout the City. Industry best practices recommend a six-year trimming cycle, which equates to maintenance on more than 11,500 trees per year. With the City's growth and the planting of additional right-of-way trees, DPW has been unable to perform all of the tree trimming services in-house. In 2000, the City began using outside contractors to supplement the in-house tree trimming program. In general, approximately 4,000 to 5,000 trees are trimmed by the contractor each year, depending on the size of the trees.

On January 4, 2022, the City Council approved the award of Bid 21-382, Parkway Tree Trimming Services, to NJ Ryan Tree & Landscape and Steve Piper and Sons for a one-year term from date of award through December 1, 2022 with four, one-year options to extend. The contractors are paid for trimming on a per tree basis according to the diameter classification of each tree pruned.

Due to a reduction in the number of trees trimmed by both the contractor and in-house staff since 2010, DPW is now on an eight-year tree trimming cycle. This has resulted in more than 1,100 service requests for trimming and downed branches per year. DPW's goal is to return to trimming the parkway trees on a six- to seven-year cycle. A more systematic approach to tree trimming will reduce service requests for trimming and downed branches as well as decrease tree-related liability claims for property damage.

**DISCUSSION:**

In year one of the contract, the contractors trimmed parkway trees in the following neighborhoods: East Highlands, Pembroke Greens, Olesen Estates, Huntington Hill, Fox Meadows, Hobson Village, Hobson Meadow and Hobson Hollow.

Based on the vendors' performance, DPW would like to extend the contract for the first option year. NJ Ryan Tree & Landscape has agreed to maintain the rates and terms provided for under the contract. Steve Piper and Sons Inc requested an 8.7% increase based on the CPI and to cover increased costs for fuel and labor; however, staff was able to negotiate a 7% increase.

During the first option year, the contractors will trim parkway trees in the following neighborhoods: Columbia Estates, Saybrook, Naperville Heights, Indian Hill, Eagle Chase, Edgewood, Cress Creek, and Century Farms. In order to ensure that all of the tree trimming is completed in the required timeframes, NJ Ryan Tree & Landscape will complete 75% of the contract areas and Steve Piper and Sons, Inc. will complete 25% of the contract areas.

The term of first option year is from December 1, 2022 to November 30, 2023, with three, one-year options remaining.

**FISCAL IMPACT:**

CIP #: PA040

Parkway tree trimming is expensed to the Operational Service and Infrastructure accounts listed below. A total of \$150,000 has been proposed for contracted tree trimming in the General Fund account below in 2023. Parkway tree trimming is also related to PA040, Emerald Ash Borer Program, which includes funding for EAB-related tree trimming. A total of \$175,000 has been requested for PA040 in 2023. The requested award of \$210,000 is within the budgeted amount for this expense.

<b>Account Number</b>	<b>Fund Description</b>	<b>Proposed Budget Amount</b>
31251100-531308	General Fund	\$1,947,670
31252200-551502	Capital Projects Fund	\$3,425,000