



Legislation Text

File #: 20-309, Version: 1

**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Bid 20-087, Brush Collection Services, to Steve Piper and Sons and Trees “R” Us, Inc. for an amount not to exceed \$410,090 and for a two-year term

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

As part of the City’s annual Brush Collection Program, the Department of Public Works (DPW) collects branches in bulk placed along the curbside by residents each May. This program has been contracted in its entirety since 2017.

In February 2020, DPW issued Bid 20-087, Brush Collection Services to retain contractors to perform brush collection services. The work is performed by crews of two to three workers using a chipping device towed behind a truck with an enclosed chip box or grapple equipment capable of loading brush. The work performed under this contract includes all necessary equipment and personnel required to perform brush collection.

Requirements of the program will remain consistent with past years. The schedule for the 2020 brush collection program is as follows:

<b>City Location</b>	<b>Homes with garbage collection on this day</b>	<b>Must place brush on the parkway by</b>	<b>For collection one time during the week of</b>
NE Section	Monday	May 10	May 11-15
NW Section	Tuesday	May 17	May 18-22
SW Section	Wednesday	May 25	May 25 - 29
SE Section	Thursday	May 31	June 1-5
SW Section	Friday	June 7	June 8-12

Staff was concerned that the weekly collection areas may be too large for a supplier to complete in a one-week period; therefore, the areas were further subdivided in sub-groups A and B. Maps showing the brush collection areas and the sub-groups are attached.

**DISCUSSION:**

Advertisement Date: 02/17/2020 Notices Sent: 13  
Opening Date: 03/03/2020 Planholders: 8  
Proposals Received: 2

Bids were received from the following vendors:

<b>Vendor Name</b>	<b>Proposed Cost</b>
Steve Piper and Sons Inc.	\$175,856
Trees R Us	\$253,907

Despite Steve Piper and Sons being the low bidder for all sections, staff recommends the contract be awarded to two vendors to ensure that each vendor has the appropriate resources for greater coverage and for the work to be completed on schedule. Having two vendors perform brush collection in the past has worked well. As such, staff recommends that both Steve Piper and Trees "R" Us each be given five of the ten sections so that both vendors are working each week to provide the best coverage should either vendor have issues with staffing. Both vendors also provided pricing for optional extra work needed during the Brush Collection Program. If additional work is needed, a change order will be recommended for approval.

The term of the contract is May 1, 2020 through April 30, 2022 with four one-year options available.

**FISCAL IMPACT:**

CIP #: N/A

The brush collection program is expensed to the operational service account below. A total of \$185,400 is budgeted for the brush collection program in 2020. The requested award of \$410,090 for two years (\$205,045 annually) exceeds the budgeted amount for this expense. Savings from winter operations will be used to fund the overage.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
31251100-531308	General Fund	\$1,798,700