

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: August 11, 2026

Item Details

Presenter(s): Jonathan Jacobs, P.E., Director

Department(s): Water Resources

Requested Motion

Motion to approve a Master Services Agreement (MSA) between J & D Tree Pros, Inc. and Town of Apex, for on-call emergency tree trimming, tree removal, and stump grinding services for multiple Town departments through June 30, 2029, and authorize the Town Manager, or their designee, to execute on behalf of the Town.

Approval Recommended?

Yes

Item Details

The Water Resources Department is requesting approval of a Master Services Agreement with J & D Tree Pros, Inc. to provide tree trimming, tree removal, and stump grinding services for multiple Town departments. The agreement establishes the contractual terms and conditions under which the contractor may perform arborist services on an as-needed basis through June 30, 2029.

Under the agreement, individual projects will be authorized through separate scopes of work, quotes, and purchase orders. Work will be performed only after written authorization from the Town, and each scope of work will be governed by the terms and conditions of the Master Services Agreement. The agreement is non-exclusive and does not obligate the Town to utilize the contractor for any minimum amount of work.

Approval of this agreement provides the Town with a qualified contractor to perform specialized tree maintenance and removal services as operational needs arise, supporting the maintenance of Town-owned property, utility infrastructure, parks, and public rights-of-way. Funding for services performed under this agreement will be provided through approved departmental operating or capital project budgets as individual purchase orders are issued.

Attachments

- CN7-A1: Master Services Agreement - Contract Multi-Year - J & D Tree Pros, Inc. - July 1, 2026 through June 30, 2029
- CN7-A2: Rate Sheet - Contract Multi-Year - J & D Tree Pros, Inc. - July 1, 2026 through June 30, 2029

