



**CITY COMMISSION
STAFF REPORT**

DEPARTMENT: Utilities Department

DATE: November 18, 2025

SUBJECT: Motion to approve expenditure for SFM Landscape Services, LLC under the Town of Miami Lakes piggyback contract No. 2022-22 for Tree Trimming Services for fund allocations for Fiscal Year 2025–2026 not to exceed \$600,000 and the approved budgeted amount for each subsequent year of the contract term.

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the Commission approve authorizing the expenditure with SFM Landscape Services, LLC for Tree Trimming Services.

BACKGROUND OF ITEM:

For Fiscal Year 2024–2025, the City conducted tree trimming along major thoroughfares as part of its ongoing citywide maintenance program and in accordance with the ordinance.

To continue maintaining compliance and ensure the proper care and management of trees throughout the city, this agreement will be utilized to provide professional tree services, including trimming, removal, and maintenance as needed.

ANALYSIS:

The Utilities Department is satisfied with the level of service provided by SFM Landscape Services LLC and recommends continuing their contract. These services are essential for public safety, maintaining the urban canopy, and supporting the City's commitment to environmental stewardship and aesthetic standards.

PROCUREMENT:

Staff recommended piggybacking the existing Town of Miami Lakes Agreement contract No. 2022-22 with SFM Landscape Services, LLC, for tree trimming services on August 27, 2024. The City's Agreement was renewed on November 2, 2025, and is set to expire on November 1, 2026. There is one (1) additional one-year renewal option remaining.

Over the next few months, the procurement division will issue its own solicitation for tree trimming services to ensure continued service beyond November 2026 and to create opportunities for local providers.

FISCAL IMPACT:

There is a fiscal impact to the City of \$600,000.00, along with the approved budgeted amount for each subsequent year of the contract term.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
001-317-531220-541-00000 Contract Services-Tree Trimming	\$600,000	\$600,000	\$0

ATTACHMENTS:

1. RFP No. 2022-22 - Cooper City Executed Renewal Form, 1 of 2 Exp. Date 11.1.26
2. RFP No. 2022-22 - Cooper City Executed Agreement
3. RFP No. 2022-22 – City of Miami Lakes Resolution No. 22-1879
4. RFP No. 2022-22 - Town of Miami Lakes Executed Agreement

Workflow History			
User	Task	Action	Date/Time
Allen, Tedra	NEW ITEM: Not Yet Routed	*COMPLETE: Forward to City Attorney	11/06/25 12:42 PM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forward to City Manager	11/06/25 12:46 PM
Rey, Alex	Assigned to City Manager	COMPLETE: Forward to City Clerk	11/06/25 03:23 PM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End Workflow	11/07/25 03:01 PM
Allen, Tedra	END WORKFLOW - APPROVED		11/07/25 03:03 PM