



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Michelle Fischer, City Administrator

Council Meeting Date: March 25, 2025

Agenda Item Wording: **Discuss and consider selection of bidder or bidders for Tree Services and authorize City Administrator to finalize the agreement or agreements with selected bidder or bidders.** *Sponsor: Council Member Travis Crow*

Agenda Item Requestor: Michelle Fischer, City Administrator

Summary/Background: This solicitation was designed to obtain a contract for tree maintenance and removal services on an as needed basis for the City's ongoing projects and due to emergencies. Contract awards for tree services will be made to the lowest, responsive, responsible bidder. Selection of the Contractor is based on qualifications and rates. The selection criteria are:

- (a) the purchase prices;
- (b) the reputation of the Contractor and of the Contractor's services;
- (c) the quality of the Contractor's goods or services, as demonstrated by the Contractor's verifiable history of providing goods or services comparable to those proposed in response to this Request for Bids;
- (d) the extent to which the services meet the City's needs;
- (e) the Contractor's past relationship with the City; and
- (f) the total long-term cost to the City to acquire the bidder's goods or services.

Three bids were submitted: ArborTrue, Austin Tree Experts, and Bartlett Tree Experts. The Review Committee evaluated the bid submissions and scored them based on the criteria. Based on the scores, the Committee recommends the City Council select ArborTrue for Tree Services and authorize the City Administrator to finalize and execute the agreement.

Commission Recommendations: Not applicable

**Recommended
Council Actions:**

Approve the selection of ArborTrue for Tree Services and authorize the City Administrator to finalize and execute the agreement.

Attachments:

Tree Services Request for Bids, Bid Tabulation, Bid Score Summary, Bid Submittals, Bidder Answers to Questions.

Next Steps/Schedule:

Notify selected bidder; execute agreement.