

# MEMO



**To:** Mayor and Board of Aldermen  
**From:** Don Schuette  
**Date:** Tuesday, January 11, 2022  
**Re:** Townsend Tree Service Contract Extension

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Mayor and Board of Aldermen,

I have received a letter from Townsend Tree Service, Inc. notifying us of their rate increases for 2022 and a request to extend our current contract for two additional years per our contract specifications for trimming services. Townsend has performed all the contracted tree trimming services for the City of Jackson's electrical distribution and transmission lines since 2017. In 2020, Townsend requested a two-year extension for the current trimming contract and the board approved this request. Contract provisions do allow for rate increases if acceptable. Currently, our labor and equipment combined hourly rate is \$94.01, and the 2022 rate is \$104.62 (11% increase). This includes a foreman (\$32.95, \$38.08), trimmer (\$28.22, \$32.04), 55' bucket truck (\$17.00, \$18.00), chipper (\$5.34, \$5.50), and crew pick-up truck (\$10.50, \$11.00). Townsend will also made available to use this year a back yard machine to access areas unable to be reached with a bucket truck, \$32.00/hr., but the bucket truck hourly price is deducted so the final cost would be \$14.00/ hr. I have attached the price sheets for your review.

I have inquired, and the rates quoted are identical to the rates of other electric utilities in our area, with the exception of a few "off road" vehicle hourly rates and those differences were mere pennies less.

I recommend that we should move forward with this proposal as requested.

If you have further question, concerns or comments please feel free to contact me.

Highest regards,

Don Schuette

Director of Electric Utilities



January 11, 2022

City of Jackson  
Mr. Don Schuette, Director of Electric Utilities  
101 S. Court Street  
Jackson, Missouri 63755

Re: Tree Trimming Line Clearance 2022 Hourly Rates

Dear Mr. Schuette,

Townsend Tree Service Company appreciates being afforded the opportunity to work with the City of Jackson in 2021. Townsend is requesting a two-year extension per terms, specifications, and special conditions of the 2017 contract. Please find our hourly rates for 2022 enclosed. Townsend reserves the right to negotiate rates for 2023 at the end of this year.

Our Mission is to provide our clients with outstanding service quality in a safe and reliable manner. We endeavor to develop long term relationships with our customers by consistently delivering superior service excellence while adhering to the highest ethical and professional standards in our industry. We are committed to reliability, responsiveness and customer-centered solutions.

Our Core Values are Safety, Excellence, Integrity, Character, and Accountability. We are committed to following our Core Values with every project, every client, everyday.

We thank you for the opportunity to continue working for the City of Jackson in the coming years. If you should have questions or need additional information, please contact James Fitzgerald at 573-631-6753.

Sincerely,

*J. Michael McClure*

J. Michael McClure  
Chief Financial Officer

P.O. Box 7015, Muncie, IN 47308  
765-468-1417



### City of Jackson 2021 Hourly Rates

#### Labor

Foreman \$32.95

Trimmer \$28.22

Ground Man \$24.13

#### Equipment

Bucket Truck 55' (2x2) \$17.00

Disc Chipper \$5.34

Pick Up Truck. \$10.50

P.O. Box 7015, Muncie, IN 47308 765-468-1417



### City of Jackson 2022 Hourly Rates

#### Labor

Foreman \$38.08

Trimmer \$32.04

Ground Man \$30.30

#### Equipment

Bucket Truck 55' (2x2) \$18.00

Disc Chipper \$5.50

Pick Up Truck \$11.00

Backyard Bucket \$32.00

P.O. Box 7015, Muncie, IN 47308 765-468-1417



**CITY OF JACKSON, MISSOURI**  
**Electrical Transmission and Distribution Line Tree Trimming and**  
**Vegetation Control Program**  
**2017**

**EXCEPTIONS TO PLANS, SPECIFICATION & SPECIAL PROVISIONS**  
**AND CONTRACT TERMS**

**Contractor's Certification:** This is to certify that it is our intent to furnish equipment, material and in compliance with the Proposal submitted by us except where expressly noted below. The Proposal is expressly amended and modified by Contractor to include the following terms and conditions:

All documents submitted as part of the Proposal or executed in connection with the work activities, including but not limited to, the Contract, any Purchase Order, any Change Order, any Preprinted General Terms and Conditions or any Exhibit, Schedule or Addendum to any of them (collectively, the "Contract Documents"), are hereby modified as follows:

Contractor has determined that the work to be performed by it pursuant to the Contract Documents qualifies as "maintenance work" under Missouri's Prevailing Wage Act. Notwithstanding anything contained in the Contract Documents to the Contrary, Contractor and City expressly agree that Contractor shall not be required to pay the prevailing hourly rate of wages as found by the Department of Labor and Industrial Relations of the State of Missouri ("Prevailing Wages") and that certified payroll records shall not be required to accompany all pay requests for the pay period being requested; provided, in the event that a court of competent jurisdiction determines that the work performed under the Contract Documents must be paid at not less than Prevailing Wages, Contractor shall comply with the court order and City and Contractor shall either: (a) terminate the Contract Documents for their mutual convenience; or (b) negotiate in good faith to mutually agree upon revised lump sum and/or hourly rates as set forth in the Contract Documents to account for the requirement to pay Prevailing Wages.

Other than as specifically set forth above, this certification shall not be construed as modifying or amending any other term or provision of the Proposal and the Proposal, as amended hereby, shall be in full force and effect upon acceptance of the User.

**TOWNSEND TREE SERVICE COMPANY, LLC**

Contractor

By J. Michael McClure

Officer-J. Michael McClure

Date 01/11/2022

**THE TOWNSEND CORPORATION**

101 South Main Street, P.O. Box 7015, Muncie, IN 47308 P: (765) 468-3007 F: (765) 468-3130 [www.thetownsendcorp.com](http://www.thetownsendcorp.com)  
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