



City of Ketchum

PROCUREMENT MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

I move to approve Contract # 24031 with Carter Tree Service LLC for the removal of 3 large Douglas Fir trees At the Warm Springs preserve.

Summary of Procurement Process:

Bidder	Bid Price
Arbor Care Tree Service	Not able to do the work
Carter Tree Service	\$8000.-

Low Bid Contractor	Bid Price	Budget Account/Number
Carter Tree Service LLC	\$8000.-	01-4194-5950

Background (if necessary):

- There are 3 dead Doug fir trees in the steep slope above the new WS Ranch Subdivision
- All of them could cause serious problems damming up the creek and one has potential to damage a house
- There is no access with a machine, so trees will be felled and left on the ground in the safest way possible.

Sustainability Impact:

None OR state impact here:

Attachments:

1. Carter Tree Service LLC quote
2. Purchase order # 24031
- 3.

CARTER TREE SERVICE LLC

INVOICE

208-720-7540
aldencarter.id@gmail.com

235A W Walnut Street
Hailey, Idaho, 83333



10/11/23

Project Title: City of Ketchum - Dog Park
Project Description: Hazard Mitigation
Invoice Number: 2310
Terms: payment due upon completion of the work

Description	Quantity	Unit Price	Cost
Falling, limbing and bucking of two dead Doug fir trees along the walking trail	2	\$2,250.00	\$4,500.00
Climb and disassemble 1 very large Doug fir tree next to the walking trail	1	\$3,500.00	\$3,500.00
		Subtotal	\$8,000.00
	Tax	0.00%	\$0.00
		Total	\$8,000.00

Thank you for your business. It's been a pleasure to work with you.

Sincerely yours,
Alden Carter



CITY OF KETCHUM
 PO BOX 2315 * 191 5TH ST. * KETCHUM, ID 83340
 Administration 208-726-3841 (fax) 208-726-8234

PURCHASE ORDER

BUDGETED ITEM? Yes No

PURCHASE ORDER - NUMBER: 24031

To: 6101 CARTER TREE SERVICE LLC 235A W WALNUT ST HAILEY ID 83333	Ship to: CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340
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P. O. Date	Created By	Requested By	Department	Req Number	Terms
10/27/2023	KCHOMA	KCHOMA		0	

Quantity	Description	Unit Price	Total
1.00	TREE HAZARD MITIGATION WARM SPRINGS 01-4194-5950	8,000.00	8,000.00
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		8,000.00

 Authorized Signature