

STAFF REPORT UTILITY MEETING

AGENDA DATE: November 28, 2023

DEPARTMENT: Electric, Water, Sewer

TITLE:

Contractor Agreement with The Davey Tree Expert Company

SUMMARY:

A Contractor Agreement with The Davey Tree Expert Company (Davey Tree) authorizing Davey Tree to provide utility easement and right-of-way vegetation management and clearance services for the Electric, Water & Sewer Utility Departments at unit prices stipulated in the Contractor Agreement rate schedule with the City up to the total available funds.

BACKGROUND AND JUSTIFICATION:

The City issued an Invitation for Bid (IFB 23-122) for the procurement of responsible and experienced tree trimming contractors to cut, clear and maintain the City's easements and rights-of-way for the Electric, Water and Sewer Utility Departments. Davey Tree was the lowest bidder of 2 bidders and was selected to perform vegetation management services.

Davey Tree Expert Company is performing right-of-way vegetation management services for the City under a current agreement with a December 15, 2023 expiration. The new Contractor Agreement for right-of-way vegetation management services is for an initial period of three (3) years with two (2) additional single year renewal options.

The Contractor has submitted a rate schedule for the services to be provided under this Contractor Agreement. The rates provided have been evaluated and continue to offer the City the best value under the new Contractor Agreement.

The costs for these services will be funded by Electric (84%), Water (8%) and Sewer (8%).

MOTION:

Move to approve/disapprove the Contractor Agreement with The Davey Tree Expert Company for utility easement and right-of-way vegetation management services for the Electric, Water & Sewer Utility Departments at stipulated unit prices up to the funds available in Fiscal Year 2024.

ATTACHMENT(S):

Fiscal Impact Analysis
Contract Agreement
Bid Tab

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	\$841,000	\$1,109,000	\$1,109,000	\$1,109,000	\$1,109,000
Operating	0	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact <i>(If not budgeted)</i>	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

Contract Award - Existing Appropriation (Budgeted)	
	Expenditure
Department	Electric Utility
GL Description	Contractual Services / Maintenance
GL Account Number	401-6034-531-34.10
Project Number	N/A
Requested Funds	\$712,000.00
Remaining Balance	\$712,000.00
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Current Revenue
	Expenditure
Department	Water
GL Description	Contractual Services / Maintenance
GL Account Number	402-7034-533-34.50
Project Number	N/A
Requested Funds	\$64,500.00
Remaining Balance	\$65,120.66
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Current Revenue
	Expenditure
Department	Sewer
GL Description	Contractual Services / Maintenance
GL Account Number	403-7231-535-34.50
Project Number	N/A
Requested Funds	\$64,500.00
Remaining Balance	\$245,399.71
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Current Revenue