

## FOR BOARD ACTION

Agenda Item #      5.a.

Meeting Date:                      1/29/08

**SUBJECT:**                      Consideration of Bids – Hourly Contract Tree Trimming

**PREPARED BY:**              Mark Kotschevar – Manager of Maintenance and Construction

ITEM DESCRIPTION:

Sealed bids were opened on Tuesday January 22<sup>nd</sup> for a two year hourly tree trimming contract. Bids were mailed out to five prospective companies with two responding. The results of those bids are attached in the bid tabulation. The request for bids asked for 2 two-person tree trimming crews with an aerial lift and chipper for each crew. Both crews will be utilized year round through 2009 to do routine line clearance tree trimming on our distribution system.

Asplundh Tree Expert Company submitted the lowest bid and meets all of the proposal requirements. Asplundh was the successful bidder for the prior two year contract and has performed satisfactorily during that time.

The 2008 operating budget included \$340,000 for tree trimming services. In addition the proforma budget estimate for 2009 includes \$348,000 for these services. The second year of the contract will be contingent on Council approval of the 2009 budget.

Staff will be available at the Board meeting to answer any questions.

UTILITY BOARD ACTION REQUESTED:

It is requested that the Utility Board approve a contract agreement with Asplundh Tree Expert Company in the amount of \$288,617.60 for 2008 and \$319,320.00 for 2009, with 2009 being contingent on Council approval of the Utility's 2009 budget, and that the Board request the Mayor and City Clerk to execute the agreement.

  
\_\_\_\_\_  
General Manager

1/24/08  
Date

**ROCHESTER PUBLIC UTILITIES**

BID PROPOSAL

Honorable Public Utility Board  
City of Rochester, Minnesota

Date January 21, 2008

Board Members:

The undersigned hereby proposes to furnish the following services in accordance with the attached Specifications and other Proposal Documents. Exceptions to the provisions of these Documents, if any, are attached to and made a part of this Bid Proposal.

**HOURLY LINE CLEARANCE TREE TRIMMING**

TREE CLEARING 115kV & 161kV TRANSMISSION LINES  
34.5kV SUB-TRANSMISSION LINE  
13.8kV DISTRIBUTION LINES (3 PHASE & 1 PHASE)  
600V SERVICE WIRE

1st Crew

2008 Contract Year  
Hourly Price

Tree Trimmer:	\$ <u>32.92</u> /Hr x 1880 Hrs = \$ <u>61,889.60</u>
Groundman:	\$ <u>29.84</u> /Hr x 1880 Hrs = \$ <u>56,099.20</u>
Aerial Device:	\$ <u>12.00</u> /Hr x 1880 Hrs = \$ <u>22,560.00</u>
Chipper:	\$ <u>4.00</u> /Hr x 1880 Hrs = \$ <u>7,520.00</u>

2<sup>nd</sup> Crew\*

2008 Contract Year  
Hourly Price

Tree Trimmer:	\$ <u>32.42</u> /Hr x 1880 Hrs = \$ <u>60,949.60</u>
Groundman:	\$ <u>26.34</u> /Hr x 1880 Hrs = \$ <u>49,519.20</u>
Aerial Device:	\$ <u>12.00</u> /Hr x 1880 Hrs = \$ <u>22,560.00</u>
Chipper:	\$ <u>4.00</u> /Hr x 1880 Hrs = \$ <u>7,520.00</u>

Total Year 2008 Contract \$ 288,617.60

Additional Trimmer \$ 28.84 /Hr

\* Actual contract hours may be adjusted based on price and budget.

<u>1st Crew</u>	2009 Contract Year <u>Hourly Price</u>
Tree Trimmer:	\$ <u>33.96</u> /Hr x 2000 Hrs =\$ <u>67,920.00</u>
Groundman:	\$ <u>30.76</u> /Hr x 2000 Hrs =\$ <u>61,520.00</u>
Aerial Device:	\$ <u>12.75</u> /Hr x 2000 Hrs =\$ <u>25,500.00</u>
Chipper:	\$ <u>4.50</u> /Hr x 2000 Hrs =\$ <u>9,000.00</u>

<u>2<sup>nd</sup> Crew*</u>	2009 Contract Year <u>Hourly Price</u>
Tree Trimmer:	\$ <u>33.46</u> /Hr x 2000 Hrs =\$ <u>66,920.00</u>
Groundman:	\$ <u>26.98</u> /Hr x 2000 Hrs =\$ <u>53,960.00</u>
Aerial Device:	\$ <u>12.75</u> /Hr x 2000 Hrs =\$ <u>25,500.00</u>
Chipper:	\$ <u>4.50</u> /Hr x 2000 Hrs =\$ <u>9,000.00</u>

Total Year 2007 Contract \$ 319,320.00

Additional Trimmer \$ 29.76 /Hr

\* Actual contract hours may be adjusted based on price and budget.

**SUMMARY**

Total Contract Amount	Total Year 2008 <u>\$ 288,617.60</u>	+ Total Year 2009 <u>\$ 319,320.00</u>	= Contract Total <u>\$ 607,937.60</u>
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NOTE 1: The Bidder shall furnish one of the following for insurance verification purposes with the Bid Proposal:

- 1) A Certificate of Insurance stating policies, coverage limits, and term if an existing policy is in effect. or
- 2) A letter from the Bidder's insurance broker or agent stating the Bidder's ability to obtain the coverage stated in the specification, if awarded the contract.

Accompanying this Proposal is a Bid Bond payable to the City of Rochester in the amount of 5%, which is equal to five percent (5%) of the maximum estimated contract price. It is understood that this Proposal is submitted pursuant to the NOTICE TO BIDDERS, attached hereto, and the Undersigned hereby agrees to the terms and conditions thereof. The Undersigned warrants that this Proposal is submitted in good faith and without collusion or connection with any other person or persons bidding for the same work. **In the event that this Proposal is accepted, the Undersigned hereby agrees to enter into a legally executed contract document(s).**

BIDDER Asplundh Tree Expert Company

ADDRESS 4501 103rd Ct Ne, Ste 180, Blaine, MN 55014

PHONE NO. 763-785-2300

BY   
Keith D. Erickson

TITLE Vice President

**Rochester Public Utilities**  
**BID TABULATION - LINE CLEARANCE TREE TRIMMING**

January 22, 2008 1:00 PM CST

RPU has not checked the tabulations for errors or made determinations that any bids meet requirements. RPU makes no claim that these are anything other than prices entered and read aloud at the public opening.

<b>2 - Year Hourly Contract</b>	<b>Asplundh Tree Expert Co.</b>	<b>Hathaway Tree Service</b>	<b>New Age Tree Service</b>	<b>Carr's Tree Service</b>	<b>Davey Tree Expert Co.</b>
<b>Bid Bond</b>	Y				Y
<b>Year 2008 hourly rate work</b>	\$ 288,617.60	NB	NB	NB	\$ 326,029.60
<b>Year 2009 hourly rate work</b>	\$ 319,320.00				\$ 357,720.00
<b>Total 2-year contract</b>	\$ 607,937.60				\$ 683,749.60
<b>Additional Trimmer 2008 / hour</b>	\$ 28.84				\$ 33.00
<b>Additional Trimmer 2009 / hour</b>	\$ 29.76				\$ 34.05

(For reference only. To be completed after award of bids.)

**AGREEMENT FOR HOURLY LINE CLEARANCE TREE TRIMMING**

TREE CLEARING 115kV & 161kV TRANSMISSION LINES  
34.5kV SUB-TRANSMISSION LINE  
13.8kV DISTRIBUTION LINES (3 PHASE & 1 PHASE)  
600V SERVICE WIRE

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2008, by and between the City of Rochester, Minnesota, a Minnesota municipal corporation, acting through its Public Utility Board, hereinafter called "City", and \_\_\_\_\_, a \_\_\_\_\_ corporation, hereinafter called "Contractor".

WHEREAS, the City has solicited a proposal from the Contractor for hourly line clearance tree trimming services described in the specifications and contract documents.

WHEREAS, the City desires to engage the services of the Contractor according to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the above premises and of the terms and conditions contained herein, the parties hereto agree as follows.

Article I. Scope of Services. The Contractor shall furnish all labor, materials, equipment and supervision for hourly line clearance tree trimming described in the specifications and contract documents.

Article II. Payment. The City agrees to pay the Contractor the sum of \$\_\_\_\_\_ for the services described herein, subject to the terms and conditions of payment described in the Contract Documents.

Article III. Term. The term of this agreement shall commence on the date of this Agreement and shall continue until completion and acceptance of the work by the City.

CONTRACTOR

By \_\_\_\_\_

Its \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

CITY OF ROCHESTER

By \_\_\_\_\_  
Its Mayor

Attest \_\_\_\_\_  
Its City Clerk

Approved as to Form \_\_\_\_\_  
Its City Attorney

ROCHESTER PUBLIC UTILITIES

Reviewed by \_\_\_\_\_  
Its General Manager



## RESOLUTION

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve a contract agreement with Asplundh Tree Expert Company and request that Mayor and the City Clerk execute the agreement for

### 2008/2009 Hourly Line Clearance Tree Trimming

The amount of the contract agreement to be TWO HUNDRED EIGHTY-EIGHT THOUSAND SIX HUNDRED SEVENTEEN AND 60/100 DOLLARS (\$288,617.60) for 2008 and THREE HUNDRED NINETEEN THOUSAND THREE HUNDRED TWENTY AND 00/100 DOLLARS (\$319,320.00) for 2009 (with 2009 being contingent upon Council approval of the 2009 Utility budget) and Asplundh Tree Expert Company being lowest responsible bidder.

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 29<sup>th</sup> day of January, 2008.

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President

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Secretary