



AGENDA MEMORANDUM
Action Item for the City Council Meeting January 11, 2022

DATE: January 11, 2022
TO: Peter Zanoni, City Manager
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Palm Tree Trimming Services for Parks and Recreation

CAPTION:

Resolution authorizing a two-year service agreement, with three additional one-year options, with M & S Tree Service, LLC, of Taft, Texas, for palm tree trimming services in an amount not to exceed \$267,592.00 and a potential amount not to exceed \$668,980.00 if the options are exercised, with FY 2022 funding of \$133,796.00 from the General Fund.

SUMMARY:

This resolution authorizes a two-year service agreement for palm tree trimming services with M & S Tree Service, LLC for annual maintenance of 4,316 City palm trees from March through September.

BACKGROUND AND FINDINGS:

Parks and Recreation is requesting a two-year service agreement with M & S Tree Service, LLC with the option to renew yearly for a total of five years. The requested services will be used for annual maintenance to trim 4,316 palm trees at various locations throughout the City. Palm trees are a tourist staple and gives Corpus Christi our beautiful views from Ocean Drive and Shoreline. As we work to ensure proper maintenance of these trees to maintain their optimal aesthetics, annual trimming of the palm trees is necessary with some high-profile areas needing to be trimmed twice a year.

The previous five-year contract was held with Woodstock Tree Surgeons and expired on December 2021. Previous experience with M & S Tree Service, LLC has proven favorable due to

their completion of the North Beach palm tree trimming project in December 2020 according to the scope of work and schedule. Additionally, M & S Tree Service, LLC provided the best value for the services requested.

The current standards that Parks and Recreation uses to trim palm trees is the ANSI A300 National standard guidelines for tree care operations. For standardization and structure, Parks and Recreation staff and prior management determined that the best time to have palm trees serviced to be between the months of March and September which was heavily based on the industry standard to allow some dead frons to remain intact during winter months to protect palm trees from the cold.

The currently proposed contract will service 4000+ palm trees which includes first and second service counts. Some palm trees that are in less traffic and low visibility areas will be trimmed once a year, and palm trees that are in high visibility areas and are considered high profile will be trimmed twice a year. The first count will include 2600 palm trees and will be trimmed during the first round of service from May through July, followed by 1716 palm trees (high-profile areas) during the second round of service from August through September. Each maintenance area will be split into 13 different groups and are depicted on the table below.

Group	Maintenance Area	Service Date	1 st Count	2 nd Count
1	Billish, Douden, Ulberg, Aquarius, Commodore, Packery Channel, Windward Parking Lot, Park Rd. 22, Ennis Joslin, Ocean Drive	May-Jun	318	
2	Ocean Drive, Shoreline (Oleander Point to I-37), Cole Park, Oleander Point	Mar-Apr Aug-Sept	510	510
3	Poenish, Ropes, Palmetto, Swantner, Doddridge, Retama Library, City Hall	Mar-Apr Aug-Sept	90	90
4	CC Museum, Harbor Playhouse, Asian Art Center/Visitor Center, Art Museum, Water Garden, Bay Front Fountain Park	Mar-Apr Aug-Sept	335	335
5	Sister City, Lot 10, Lot 5, Lot 6	Mar-Apr Aug-Sept	193	193
6	Lawrence T-Head, People T-Head, Upper Broadway, Cooper's Alley, Artesian Park	Mar-Apr	189	
7	Emerald Beach, Sherrill, Old City Hall, McCaughan, Art Center	Mar-Apr Aug-Sept	441	441
8	Burleson Parking Lot, Central Restrooms, Dolphin Park, Kiwanis Park, Lexington Parking Lot, Timon Blvd. Medians, Surfside Park	Apr-May Aug-Sept	147	147
9	Downtown Area - Block 11, Block 12, Block 15, Block 16, Block 17, Block 18, Block 19, Block 20, Block 22, Block 23, Block 24, Block 25, Block 26, Block 27, Block 28, Block 29, Block 31, Block 32, Block 33, Block 34, Block 36, Block 37, Block 38, Block 39, Block 40, Block 42, Block 43, Block 46, Block 47, Block 48, Block 49	May-Jun	173	
10	West Guth, Tom Graham, Westchester, Glen Royal, Chiquito, Joe Garza Park, Dr. H. J. Williams, Park & Rec Annex, Oveal Williams Sr., South Bluff	Jun-July	38	

11	Louisiana Parkway, Lindale, Belaire, Collier, Vanderbilt, San Diego, Health Complex, John Jones, Moody	Jun-July	56	
12	Garden Sr. Center, Cullen, Oso Place Park, South Pope, Neyland Library, Malibu, Stonegate, St. Andrews	Jun-July	52	
13	South Bay, Paul Jones Sports Complex, Sgt. J. D. Bock, South Seas, Waldron, Parker, Breckenridge, Cimarron, Crossgate, Bill Witt	Jun-July	58	
		TOTAL	2600	1716

PROCUREMENT DETAIL:

The City’s Procurement Division conducted a competitive Request for Bid process to obtain bids for new long-term contracts. The City received two bids and is recommending award to the lowest responsive, responsible bidder, M & S Tree Service, LLC.

The incumbent, Rolland G. Hyatt Jr. dba Woodstock Tree Surgeons serviced 3,825 palm trees averaging a yearly cost of \$148,605.00. The recommended contractor, M & S Tree Service, LLC, would service a total of 4,316 palm trees at an annual cost of \$133,796.00. The new agreement has increased quantities due to added location groups; however, the price difference is decreased by approximately \$14,809 per year.

ALTERNATIVES:

An alternative would be to deny the proposed agreement. However, these services are unable to be provided in-house. This situation would require the City’s Procurement Division to conduct another competitive Request for Bid to obtain new bids for the proposed long-term contract.

FISCAL IMPACT:

The fiscal impact for Parks and Recreation is an amount of \$133,796.00 for FY 22 through the General Fund. The remaining costs will be funded through the General Fund for a total contract amount not to exceed \$267,592.00.

FUNDING DETAIL:

Fund:	1020	General Fund
Organization/Activity:	12910	
Mission Element:	141	
Project # (CIP Only):	N/A	
Account:	530225	

RECOMMENDATION:

Staff recommends approval of this resolution authorizing a two-year service agreement, with three additional one-year options, with M & S Tree Service, LLC, as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tab

Resolution
Service Agreement
Presentation