



AGENDA MEMORANDUM

Action Item for the City Council Meeting June 25, 2024

DATE: June 25, 2024

TO: Peter Zanoni, City Manager

FROM: Robert Dodd, Director of Parks & Recreation
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Palm Tree Trimming Services for Parks & Recreation

CAPTION:

Motion authorizing execution of a one-year service agreement, with two one-year options, with Rolland George Hyatt, Jr., dba Woodstock Tree Surgeons, of Corpus Christi, in an amount not to exceed \$89,200.00, with a potential amount up to \$267,600.00 if options are exercised, for palm tree trimming services for Parks & Recreation, with FY 2024 funding of \$44,600.00.

SUMMARY:

This resolution authorizes a one-year service agreement, with two one-year options, for palm tree trimming services with Woodstock Tree Surgeons of Corpus Christi for annual maintenance of 3,185 City palm trees from March through September. The previous five-year contract was held with M & S Tree Service, LLC, and expired in March 2024.

BACKGROUND AND FINDINGS:

Parks & Recreation is requesting a one-year service agreement, with two one-year options, with Woodstock Tree Surgeons. The requested services will be used for annual maintenance to trim 3,185 palm trees at various locations throughout the city. Palm trees are a tourist staple and give 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 current standards Parks & Recreation uses to trim palm trees is the ANSI A300 National standard guidelines for tree care operations. For standardization and structure, Parks & Recreation determined the best time to have palm trees serviced is between the months of March and September which was heavily based on the industry standard to allow some dead fronds to remain intact during winter months to protect palm trees from the cold.

The proposed contract will service 3000+ 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 will be trimmed twice a year. The first count will include 1915 palm trees and will be trimmed during the first round of service from March through July, followed by 1270 palm trees (high-profile areas) during the second round of service from August through September. Each maintenance area will be split into 14 different groups and are depicted in the table below.

Group	Maintenance Area	Service Date	1st Count	2nd Count
1	Billish, Douden, Ulberg, Aquarius, Commodore, Packery Channel, Windward Parking Lot	May-Jun	138	
2	Ocean Drive (Kinney St. – Louisiana Ave.), Shoreline (I-37 to Lomax St.), Cole Park, Oleander Point	Mar-Apr Aug-Sept	355	355
3	Poenish, Ropes, Palmetto, Swantner, Doddridge, Retama Library, City Hall, South Shore Place	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	312	312
5	Sister City, Lot 10, Lot 5, Lot 6	Mar-Apr Aug-Sept	141	141
6	Lawrence T-Head, People T-Head, Upper Broadway, Cooper's Alley, Artesian Park	Mar-Apr	167	
7	Emerald Beach, Sherrill, Old City Hall, McCaughan, Art Center	Mar-Apr Aug-Sept	331	331
8	Burleson Parking Lot, Central Restrooms, Dolphin Park, Kiwanis Park, Lexington Parking Lot, Surfside Park	Apr-May Aug-Sept	41	41
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 40, Block 42, Block 43, Block 46, Block 47, Block 48, Block 49	May-Jun	139	
10	West Guth, Tom Graham, Chiquito, Dr. H. J. Williams, Park & Rec Annex, Oveal Williams Sr., South Bluff	Jun-July	29	
11	Louisiana Parkway, Lindale, Collier, San Diego, Health Complex, John Jones, Moody	Jun-July	50	
12	Garden Sr. Center, Cullen, South Pope, Neyland Library, Malibu, Stonegate, St. Andrews	Jun-July	41	
13	South Bay, Paul Jones Sports Complex, South Seas, Waldron, Parker, Breckenridge, Cimarron, Crossgate, Bill Witt	Jun-July	54	
14	HEB Tennis Center	Jun-July	27	
		TOTAL	1915	1270

PROCUREMENT DETAIL:

Finance & Procurement conducted a competitive Request for Bid for palm tree trimming services. The City received three bids. Staff are recommending the award to the lowest responsive, responsible bidder, Woodstock Tree Surgeons of Corpus Christi.

Woodstock Tree Surgeons has previously completed similar projects for the City, and Parks & Recreation is confident they will successfully fulfill the requirements of the scope of work.

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:

Expenditures in the amount of \$44,600 with FY 2024 funding and the remainder of \$44,600 with FY2025 funding.

FUNDING DETAIL:

Fund:	1020
Organization/Activity:	12910
Department:	27
Project # (CIP Only):	N/A
Account:	530225

RECOMMENDATION: Staff recommend approval of this motion authorizing the execution of a one-year service agreement, with two one-year options as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Bid Tab
Presentation