

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to Increase the Hazardous Tree Removal Services Unit Price Contract with Treecycle LLC, dba Seattle Tree Care, in the Amount of \$300,000
DEPARTMENT:	Administrative Services Department
PRESENTED BY:	Dan Johnson, Parks, Fleet & Facilities Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

On July 7, 2019, the Shoreline Parks Operations Division and Treecycle LLC executed a unit price contract for hazardous tree removal services. Staff is requesting that City Council authorize the City Manager to increase the existing hazardous tree removal services contract with Seattle Tree Care in the amount of \$300,000 to continue to remove hazardous trees in accordance with the contract workplan.

Seattle Tree Care has been performing the scope of work after completing a competitive bid process (Bid No. 9354) for hazardous tree removal services. The contract totals \$300,000 with a three-year term and with an option for a fourth year. Parks Operations spent \$280,000 in the first year of the contract working to complete a backlog of hazardous trees. A total of 100 hazardous trees were removed with 79 trees remaining on the current hazardous tree list to catch up. A significant backlog of resident requests was addressed in the first year of this unit price contract. In accordance with Shoreline Municipal Code (SMC) 2.60.040 D1(c), City Council approval is required for this contract amendment because the requested contract increase amount exceeds the City Manager's contract amendment authorization limit of \$100,000.

RESOURCE/FINANCIAL IMPACT:

In order to complete the remaining work and the terms of the contract, staff is requesting approval to increase the contract an additional \$300,000 for a total contract authorization amount of \$600,000. The Parks Operations Budget includes annual funding in the general fund of \$72,000 for hazardous tree removals services. Additional funding may be necessary and will be supported using savings from other areas or through a budget amendment requested as the unfunded needs are identified.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to increase the current Unit Price Contract with Treecycle LLC, dba Seattle Tree Care from \$300,000 to \$600,000 for Hazardous Tree Removal Services.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

The Shoreline Parks Operations Division provides vegetation management, including tree pruning and hazardous tree removal, along the City's rights-of-ways, in Shoreline parks and in other City-owned facilities. The Parks Operations Division utilizes a private contractor whenever possible to complete this annual work. A tree is considered hazardous if it has defects that may cause the tree or a tree limb to fall, resulting in property damage, personal injury or death.

In July 2019, the Parks Operations Division completed a bidding process (Bid No. 9354) and awarded a unit price contract in the amount of \$300,000 to Treecycle LLC, dba Seattle Tree Care, for hazardous tree removal services. The contract duration includes three annual terms with an option for a fourth year. In addition to hazardous tree and stump removal work, Seattle Tree Care is responsible for performing all work under the contract, including traffic control while work, set-up and clean-up are being conducted. The contractor is also required to comply with applicable Occupational Safety and Health Administration (OSHA) standards, as well as any applicable state and local regulations, including waste disposal regulations.

DISCUSSION

After beginning work to complete a backlog of hazardous tree removal work, Parks Operations spent \$280,000 in the first year of the contract. A total of 100 hazardous trees were removed with 79 trees remaining on the hazardous tree list. In order to complete the remaining work plan and fulfil the term of the contract, staff is requesting approval to increase the contract with Seattle Tree Care.

Resident and Park patron requests for tree health review continue to be addressed on public property. Most of the requests are adjacent to residents' homes and property. Staff estimates that backlogs will continue but will most likely not need additional funding unless there is a severe weather event or a circumstance where there is a safety or liability situation. Should this occur, staff will monitor and may return to Council in the future to request additional funding and contract authorization.

Staff is requesting that Council authorize the City Manager to amend this contract by increasing the amount by \$300,000, bringing the total contract amount to \$600,000. In accordance with Shoreline Municipal Code (SMC) 2.60.040 D1(c), City Council approval is required because the requested contract increase of \$300,000 exceeds the City Manager's contract amendment authorization limit of \$100,000.

RESOURCE/FINANCIAL IMPACT

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