



# MEMORANDUM

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**TO:** Members of the Finance Committee

**FROM:** Rich Olson, City Manager  
Karl Clow, Electric Superintendent

**DATE:** March 7, 2016

**REF:** Consideration - Award Recommendation for Tree Trimming Contract

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**BACKGROUND:**

The Electric Department has a budgeted amount for maintenance/trimming of trees that impact the electric system in the amount of \$86,302 in the current fiscal year. The last time the electrical system was cleared professionally was well over 10 years ago.

**ANALYSIS:**

For some while, Electric Department staff has been soliciting bids for a Tree Trimming Contract. Carolina Tree Care, Lewis Tree Service, Xylem Tree Experts, Davey Tree Expert and Asplundh Tree Expert Co. were all contacted to review the City's scope of work for this project. Carolina Tree Care issued a "no bid" due to the fact they only work in the western part of North Carolina. Lewis Tree Service was called several times and each time they indicated they would submit a bid, but staff has not received their submission to date.

Attached are the labor and equipment rates for Davey Tree Expert, Asplundh Tree Expert Co. and Xylem Tree Experts. The most competitive offer received was from Davey Tree Expert. After staff's review, the apparent low bidder is Davey Tree Expert. Staff recommends that the tree trimming bid be awarded to Davey Tree Expert pursuant to their billing rates provided herein. (*Note:* The billing rates for Asplundh and Xylem are also included for reference.)

Staff is requesting that the Council authorize expenditure up to \$50,000 for this project. Staff will monitor the expenses as the project progresses and may request additional funding if the project exceeds \$50,000.

**STAFF RECOMMENDATION:**

By motion, recommend that the City Council authorize a Purchase Requisition in an amount up to \$50,000 in order to award the bid for tree trimming services to Davey Tree Expert.

# THE DAVEY TREE EXPERT COMPANY

CORPORATE OFFICE, 1500 N. MANTUA ST., P.O. BOX 5193, KENT, OHIO 44240-5193  
TEL. 330-673-9511



KARL J. WARNKE, CHAIRMAN, PRESIDENT & C.E.O.

February 19, 2016

Mr. Karl Clow  
City of Elizabeth City Electric Department  
302 East Colonial Avenue  
Elizabeth City, NC 27901

RE: 2016 Labor Billing Rates – Vegetation Management Services

Dear Mr. Clow:

The Davey Tree Expert Company is pleased to submit the enclosed T&M rate proposal for right-of-way clearance work. We appreciate the opportunity and look forward to establishing mutually beneficial business relationship.

If you should have any questions, please contact me at 800.445.8733, ext. 8063 or Steve Clawson at 828.275.1850.

Respectfully,

Joseph A. Domer,  
Operations Administrator

Encl.

c: D Bour  
S Clawson

City of Elizabeth City Labor Billing Rates

<b>Quantity</b>	<b><u>Personnel</u></b> <b>Item</b>	<b>Hourly Rate</b>	<b>Overtime</b>
	Foreman	\$ 35.19	\$ 47.51
	Climber	\$ 31.28	\$ 42.23
	Groundman	\$ 23.46	\$ 31.67

**Equipment**

2WD 55ft Aerial with Dump	\$ 14.82
2WD 75ft Elevator Lift	\$ 29.63
Disc Chipper	\$ 4.51
Large Chipper	\$ 12.81
Pickup	\$ 7.93
Sky Trim	\$ 54.00
4wd Tractor with Brown	\$ 18.27
2WD Manual	\$ 9.81

## SCHEDULE A (Tree Trimming and Removal)

Forming part of the GENERAL AGREEMENT between \_\_\_\_\_  
and ASPLUNDH TREE EXPERT CO, dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Labor, Material & Equipment Rates** Effective \_\_\_\_\_, 20\_\_.

Payment shall be made by Company, for tree trimming and removal work performed by Contractor at the following rates and subject to special conditions listed (if any) in addition to those set forth in the attached Agreement. Overtime rates would apply after 40 hours and outside normal working hours. Double time would apply on Sundays and Holidays. Additional work will be done only as authorized by Company and billed for at the rates shown below.

CLASSIFICATION	HOURLY RATE/ST	OT
FOREPERSON	\$40.07	\$60.11
TRIMMER	\$31.84	\$47.76
GROUNDPERSON	\$23.50	\$35.25
70' LIFT TRUCK	\$31.45	
CHIPPER	\$6.54	
EXTRA POWER SAW	\$1.16	

APPROVED:  
ASPLUNDH TREE EXPERT CO.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## Xylem Tree Experts Rates

Item #	Description	Rate/Hour	Emergency Rate	Double Time
1	Labor - General Foreman	\$ 46.74	\$ 70.11	\$ 93.47
2	Labor - Working Foreman	\$ 38.98	\$ 58.47	\$ 77.96
3	Labor - Climber	\$ 31.97	\$ 47.95	\$ 63.94
4	Labor - Groundsman	\$ 24.20	\$ 36.30	\$ 48.40
5	Labor - Trimmer	\$ 30.66	\$ 45.99	\$ 61.32
6	Labor - Line Tender Operator	\$ 33.17	\$ 49.75	\$ 66.34
7	Labor - Operator	\$ 31.26	\$ 46.89	\$ 62.52
8	Equipment - Aerial Lift 55'	\$ 29.52	\$ 32.47	\$ 35.42
9	Equipment - Aerial Lift 60'	\$ 30.30	\$ 33.33	\$ 36.36
10	Equipment - Aerial Lift 70'	\$ 32.32	\$ 35.55	\$ 38.78
11	Equipment - Chip Truck	\$ 17.30	\$ 19.03	\$ 20.76
12	Equipment - Chipper	\$ 8.08	\$ 8.88	\$ 9.69
13	Equipment - Dump Truck	\$ 14.41	\$ 15.85	\$ 17.29
14	Equipment - Pickup Truck	\$ 9.52	\$ 10.47	\$ 11.42
15	Equipment - Forestry Mower - Rotary Head	\$ 48.80	\$ 53.68	\$ 58.56
16	Equipment - Chainsaw	\$ 1.32	\$ 1.45	\$ 1.58
17	Equipment - Line Tender	\$ 78.80	\$ 86.68	\$ 94.56
18	Equipment - Bush Hog / Tractor	\$ 28.14	\$ 30.95	\$ 33.77
19	Equipment - Trailer for Bush Hog/Mower	\$ 4.50	\$ 4.95	\$ 5.40
20	Equipment - Tractor/Low-Boy	\$ 72.20	\$ 79.42	\$ 86.64