

BILL NO. S-17-08-07

SPECIAL ORDINANCE NO. S-_____

AN ORDINANCE approving the awarding of ITB #4055 - STREET AND PARK TREE PURCHASE AND PLANTING SERVICES- (\$284,665.00) by the City of Fort Wayne, Indiana, by and through its Department of Purchasing and SHADE TREES UNLIMITED for the PARKS & RECREATION DEPARTMENT.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA;

SECTION 1. That ITB #4055 - STREET AND PARK TREE PURCHASE AND PLANTING SERVICES between the City of Fort Wayne, by and through its Department of Purchasing and SHADE TREES UNLIMITED for the PARKS & RECREATION DEPARTMENT, respectfully for:

purchase and planting of 1454 trees in the City right-of-way and City parks and replacing a few damaged and diseased trees;

involving a total cost of TWO HUNDRED EIGHTY-FOUR THOUSAND SIX HUNDRED SIXTY-FIVE AND 00/100 DOLLARS - (\$284,665.00) all as more particularly set forth in said ITB #4055 - STREET AND PARK TREE PURCHASE AND PLANTING SERVICES which is on file in the Office of the Department of Purchasing, and is by reference incorporated herein, made a part hereof, and is hereby in all things ratified, confirmed and approved.

SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

Council Member

APPROVED AS TO FORM AND LEGALITY

Carol Helton, City Attorney

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	4055
Awarded To	Shade Tree Unlimited
Amount	\$284,665.00
Conflict of interest on file?	☒ Yes ☐ No
Number of Registrants	21
Number of Bidders	1
Required Attachments	2017 Street and Park Tree Planting.

EXTENSIONS

Date Last Bid Out	2016
# Extensions Granted To Date	0

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	n/a
Sole Source/ Compatibility Justification	

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	☒ Yes ☐ No <i>If no, explain below</i>
If not lowest, explain	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	n/a
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	<u>This contract is for the purchase and planting of trees for the City Street Tree/ park tree planting program. Total purchases/planting services for trees for 2017 have surpassed \$100,000, thus requiring Council approval. A total of \$284,665.00 in tree purchases and planting services are being requested in this approval. With the approval of this contract we will be able to plant 1454 trees on our streets and in our parks. Trees offer significant financial benefits through reduced energy cost and increased property values. Some of the environmental benefits include decreased energy consumption, storm water management, and decreased ground and air pollutants. Trees tie neighborhoods to community and increase connections between neighbors. If we discontinue the planting of trees in our city, the overall aesthetic beauty and quality of our city will diminish.</u>

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	n/a

FUNDING SOURCE

<i>Account Information.</i>	

Order list

Grand Total	3454	5	284,665.00
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CIP	
Citizen March	\$ 35,000.00
Street Tree Planting	\$ 100,000.00
Park Tree Planting	\$ 21,280.00
TOTAL	
Citizen March	\$ 10,765.00
DNR Grant	\$ 100,000.00
GTIC	\$ 17,620.00
	<u>\$ 284,985.00</u>

MEMORANDUM

To: City Council Members, City of Fort Wayne
From: Derek Veit
CC: File
Subject: Council Approval of 2017 Street Tree Purchases/Planting Services
Date: August 2, 2017

The Fort Wayne Parks and Recreation Department is requesting approval for a contract with Shade Trees Unlimited Inc. The contract is for the purchase of trees to be planted in the city right-of-way as well as trees being planted in the parks. This contract also includes the replacement of a few trees that were lost through shock, disease or accidents. The total purchase of trees through the City's contracted supplier (under a publicly bid price agreement) will exceed \$100,000 for 2017, requiring Council's approval.

Please review the attached digest for more information.

I will be available at the Council meetings to answer any questions you may have and I may also be reached at 427-6480.

Thank you for your consideration and support

We respectfully request your approval of this contract so that we may proceed with the work. If you have any questions, please feel free to contact me at 427-6480 or Steve McDaniel at 427-6407.

Thank you in advance.