



To: Dustin Anderson – Town Manager
From: Stephen Gunty – Director of Public Works
Date: March 2, 2020
Re: Tree Services Bid

Bids were advertised on March 5 & March 12 with four bids received at a February 21st Bid Opening for the removal of trees and stumps in addition to tree pruning, debris removal and emergency tree work, by:

1) Arbor Care Piekarski & Sons Tree Service, Inc (Lansing, IL), 2) Dave's Tree Service, Inc. (Munster, IN), 3) Evans Tree Care, LLC (Crown Point), and 4) Michael L. Cieply DBA Arbor Pro Care (Valparaiso).

Some of the contract expectations and highlights include:

- contractor shall be called to perform tree work services on an as-needed basis.
- contractor must be on call on a 24 hour, 7 days a week, 365 days a year basis for any emergency situations with a required response time within two (2) hours of call-out.
- work not accomplished within a one-week period of time once scheduled excluding emergencies will be considered an unreasonable response.
- tree removals must be completed within 48 hours from the beginning of work by contractor unless otherwise agreed upon in writing.
- contractor billing is preferred monthly but not to exceed 2 months.
- contractor must have or obtain a valid contractor's license from the Town of Munster.

Tree & stump removal prices are quoted in a unit price format based on actual tree size serviced. Tree pruning & debris removal prices are quoted based on an hourly crew rate with an after-hours emergency callout rate also cited. The largest expected expense will be tree & stump removal. So, to help the Council make the needed comparison to reach an award decision, these 2 categories were reduced to one estimated dollar cost based on last year's actual experience (i.e. actual number of trees & stumps removed). While the actual bids are provided, the projected 2020 expenses are shown in the attached BID COMPARISON CHART for ease of comparison.

The main bid requirements are submission of Form 96 that also requires a Bond or certified check, Financial Statement and a Non-Collusion Affidavit, with all bidders appearing responsive & responsible.

BID COMPARISON CHART (projected 2020 costs derived from 2019 actual experience)

Contractor	Arbor Care Piekarski	Dave's Tree Service	Michael L. Cieply	Evans Tree Care
Tree Removal				
Based on 46 trees =	\$ 15,245.00	\$ 23,520.00	\$ 67,500.00	\$ 31,650.00
Stump Removal				
Based on 60 stumps =	\$ 2,752.00	\$ 10,430.00	\$ 6,260.00	\$ 4,275.00
Tree Pruning Rate / hr				
Based on crew of 3 =	\$ 325.00	\$ 650.00	\$ 650.00	\$ 450.00
Debris Removal Rate / hr				
Based on crew of 2 =	\$ 275.00	\$ 450.00	\$ 600.00	\$ 225.00
Emergency Call-out Rate				
Multiplier factor =	2	1.5	\$ 800.00	2

Methodology:

Bids were analyzed from the BID COMPARISON CHART with primary focus on the 2 major predictable cost areas, namely Tree Removal and Stump Removal.

RANKED #1 lowest in overall cost is the bid from Arbor Care Piekarski & Sons Tree Service, Inc. that appears significantly lower in these two-line items as well as in its Tree Pruning Rate. Its Debris Removal Rate is the second lowest. While it's Emergency Call-out Rate is higher than Dave's Tree Service, it doesn't outweigh the other pricing advantages offered in its other four line-items.

For reference, the Town spent \$20,688 on this service in 2019.

Recommendation:

Approve the bid proposal of Arbor Care Piekarski & Sons Tree Service, Inc. to be paid from fund #623-30801-63604.