



Memorandum

July 20, 2010

To: Jim Dinley, Municipal Administrator
From: Christopher Brewton, Utility Director, Electric Department
Subject: Tree and Brush Clearing Contract Award

Request

I request Assembly approval of a Tree and Brush Clearing contract to Marshall Albertson dba Absolute Tree Care for transmission and distribution line clearing.

Background:

The previous contract was a three-year base bid with two single-year options and was completed in its entirety on June 30, 2010. The contract format was very effective and has maintained stable line clearing costs for the previous five years. The project was bid in accordance with the CBS Procurement Policies and resulted in two bid submittals:

Pellet Enterprises	\$113,130.00
Absolute Tree Care	\$102,500.00

Department review of the bids indicate the Low Responsive Bidder is qualified with adequate experience, certifications, and equipment to complete this work in a safe, workmanlike manner.

Impact:

Consistent line clearing and maintenance is critical to the reliable operation of any electric utility. Maintaining adequate clearance on our lines results in savings in operations costs by reducing outages and crew callouts and improves the level of electrical service to our customers.

Fiscal Note:

The approved FY2011 Operations Budget includes a \$125,000 contracted services line item for tree trimming and danger tree removal. In addition to the operations budget line item, new Pole Attachment Agreements with local communications service providers were recently completed that provide payment from these vendors for tree trimming that impacts their attached lines.

Recommendation:

I recommend Assembly approval of a three-year base contract with two single-year renewal options in an amount not to exceed \$125,000 per year to Absolute Tree Care for tree trimming and brush removal services.