



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: September 12, 2022

Subject: SRW.22.27 Award Tree Maintenance Contract

Report from: Scott McLeod, Public Works Manager

Appendices: None.

Recommendation

Be It Resolved that Council hereby,

1. Award the project to Beckett Tree Service; and
2. That the project be funded through the operating account ID #01-2513 – Transportation – Roadside as budgeted for in 2022.

Report Summary

The intent of this report is to receive Council approval to proceed with a contract with a qualified arborist or tree specialist to remediate a number of dead or dying trees within the Municipality.

Background

Throughout the Municipality, a number of trees, namely ash trees, are requiring attention to address their deteriorating condition. Municipal Staff have been performing on-going maintenance to the tree population but a number of the trees require the skills of a trained arborist or tree specialist as well as a bucket truck and chipper. Staff have been noting delays in securing someone to come and perform the work. In an effort to rectify the situation on a large scale, Staff issued a Request for Quotation (RFQ). The successful Contractor is required to provide a qualified arborist or tree specialist, bucket truck and chipper and the Municipality will provide Staff and equipment to support the cutting, falling and chipping of trees.

The project will guarantee the contractor with a minimum of two (2) weeks, 40 hours per week, of work, with the potential of up to five (5) weeks based on weather, pricing and budget limitations. Subject to Council approval, this project is anticipated to commence September 26, 2022.

Analysis

Staff issued the Request for Quotation to eight (8) local tree companies. The following quotations were received by the deadline of September 6, 2022 at 11:00 a.m.:

Contractor	Total Per Day
Transform Tree & Shrub Care	\$1,800
Beckett Tree Service	\$1,200
Biemann Tree Care	N/A – Bucket Truck Needed

The lowest per day quote was \$1,200 per day which equates to approximately 16 days (\$19,200) to remain in line with budgeted funds. Staff believe this will provide sufficient time to complete the 2022 tree maintenance.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The total operating budget for 2022, Department 01-2513 – Transportation – Roadside – Trees, was approved at \$109,374 which included tree related maintenance and equipment rental. Year-to-date expenses, as of September 6th are \$67,821, which provides a net surplus of \$41,553.

There are sufficient funds within this Department to facilitate the work identified within this report.

Approved by: Sylvia Kirkwood, Chief Administrative Officer