

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19872

Sponsor(s): Greg Grounds

Date: May 21, 2018

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Fourteen Month Term and Supply Contract for the furnishing of Tree Removal Services for use by Various County Departments to Safety Tree Service of Kansas City, MO under the Terms and Conditions of City of Kansas City's Contract No. EV1910, an existing government contract.</u></p>															
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></td> <td>\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td></td> <td>\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: Public Works \$35,000 Parks + Rec \$12,000</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:		\$	Amount previously authorized this fiscal year:			Total amount authorized after this legislative action:		\$	Amount budgeted for this item * (including transfers):		\$	Source of funding (name of fund) and account code number:		
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Prior resolutions and (date):</p>															
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Kyle Brack, Sr. Buyer, 881-3265</p>															
<p>REQUEST SUMMARY</p>	<p>The Public Works and Parks + Rec Departments require a Term & Supply Contract for the furnishing of Tree Removal Services. This Term & Supply Contract will be used primarily for the removal of trees that are too large for the County to safely remove and dispose of. The usage of this Contract has increased over the last few years due to the increase in number of severe storms and subdivision development near County-owned land.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a term and supply contract to Safety Tree Service for the furnishing of Tree Removal Services under the terms and conditions of City of Kansas City Contract No. EV1910, an existing government contract.</p> <p>This award is made on an "as needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for any specific purchase is subject to annual appropriations.</p>															
<p>CLEARANCE</p>	<p><input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>															
<p>COMPLIANCE</p>	<p><input type="checkbox"/> MBE Goals N/A <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals N/A</p>															

ATTACHMENTS	Recommendation memos from Public Works and Parks + Rec and pertinent pages of contract no. EV1910	
REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date: 5/15/18
	Division Manager: <i>[Signature]</i>	Date: 5/15/18
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



JACKSON COUNTY Parks + Rec

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Michele Newman, Director
(816) 503-4800
Fax: (816) 795-1234

MEMORANDUM

TO: Kyle Brack
FROM: John Johnson, Superintendent, Park Operations
DATE: February 5, 2018
SUBJECT: Safety Tree (T&S EV1910-000)

Park Operations uses Safety Tree for trees that are too large for us to address in house or those trees that are situated in areas where we cannot safely take down/prune due to potential for property damage/injury.

We do not have a good way to predict when we will need their services. Within 22,000 acres of parkland, there is an increasing number of home subdivisions being developed on parkland borders. We are getting increasing numbers of calls from those residents stating park trees are presenting a safety danger to their home and/or persons. After assessing each complaint, we many times need to use the contractor because the size of the tree exceeds what we can safely remove.

Park Operations expects to use \$12,000 this year.



Frank White, Jr., County Executive



**Jackson County
Public Works Department**

ROAD MAINTENANCE 34900 E. Old US 40 Hwy, P.O. Box 160
Grain Valley, Missouri 64029
(816) 847-7050 *phone*
(816) 847-7051 *fax*

MEMORANDUM

TO: Kyle Brack, Senior Buyer

FROM: Caroline Deihl, Public Works – Road Maintenance

DATE: January 30, 2018

SUBJECT: Safety Tree

Kyle, We use this term and supply contract to take down trees that need to be removed from our right of way or need to be removed for our road program. These are trees that are too big of a job for us to do.

We anticipate that we will spend approximately \$35,000.00 with them.

CITY OF KANSAS
BEAR OF THE NATION



KANSAS CITY
MISSOURI

General Services Department

Procurement Services Division Contract Administration Office

1st Floor, Room 102 W, City Hall
414 East 12th Street
Kansas City, Missouri 64106

Fax: (816) 513-2812

June 29, 2017

Safety Tree Service, LLC
Attn: Ty Simmons
Address: 520 W. 103rd Street
Kansas City, MO 64114
Phone: 816-606-0695
Fax: 877-606-0695
Email: sales@safetytreeservices.com

Re: **Notice to Proceed**
Contract No. EV1910-4 – City-Wide IDIQ Tree Removal

Dear Mr. Simmons:

The effective date of this Contract term shall be July 7, 2017, and the term shall end July 6, 2018. The obligation of performance and payment under this Contract do not begin until the Manager of Procurement Services issues a Purchase Order. The Missouri Tax Exemption Certificate is enclosed.

Please direct all questions regarding this Contract to Karen Wang, City's Representative at (816) 513-0802.

Sincerely,

Karen Wang
Senior Procurement Officer
General Services Department

Copies: Director
Project Manager
Contract Administrator
Executed Contract File
Surety