

CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** July 9, 2018

SUBJECT: Authorize the purchase of tree maintenance services from Alpine Tree Service Inc., utilizing an interlocal agreement with the City of Southlake in an amount not to exceed \$95,862.

PRESENTER: Tanner Arwine, Assistant Parks Superintendent

SUMMARY:

This item is to authorize the purchase of tree maintenance services from Alpine Tree Service, Inc. for parks, trails, right-of-way, and facility related tree maintenance items. Cumulative purchases will exceed the \$50,000 purchasing threshold for regularly budgeted tree maintenance related items; however, the amount will not exceed the \$95,862 budgeted for tree maintenance.

GENERAL DESCRIPTION:

The FY2017-2018 Annual Budget includes Park Maintenance and Operations Division funding for tree maintenance totaling \$95,862.

The Parks and Recreation Department utilizes an interlocal purchasing agreement with the City of Southlake to purchase tree maintenance services through Alpine Tree Service, Inc. The City of Southlake renewed its contract with Alpine Tree Service in February of this year and the term of the contract will go through February 17, 2019. The purpose of this item is to authorize the purchase of tree maintenance services using an interlocal agreement with the City of Southlake.

This authorization allows the Parks and Recreation Department to perform maintenance obligations and continue to work on approved projects while remaining compliant with the City's Purchasing Policy and Procurement Procedures as well as state and federal procurement regulations. Governmental units in Texas (cities, counties, school districts, etc) are authorized by the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, to contract with other local governments, including nonprofit corporations, to perform governmental "functions and services," including routine operations. Use of an interlocal agreement under Chapter 791 satisfies any bidding requirements for procuring these services.

RECOMMENDATION:

Authorize the purchase of tree maintenance services from Alpine Tree Service Inc., for parks, trails, right-of-way, and facility related tree maintenance items utilizing an interlocal agreement with the City of Southlake in an amount not to exceed \$95,862.