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1 BILL NO. S-14-08-19

2 SPECIAL ORDINANCE NO. S- 102-14

3 AN ORDINANCE approving 4TH YEAR OF A 5
4 YEAR CONTRACT - ITB #3372 - 2014 STREET
5 TREE PURCHASE AND PLANTING by the City of
6 Fort Wayne, Indiana, by and through its
7 Department of Purchasing and SHADE TREES
8 UNLIMITED for the FORT WAYNE PARKS AND
9 RECREATION DEPARTMENT.

10 NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL
11 OF THE CITY OF FORT WAYNE, INDIANA;

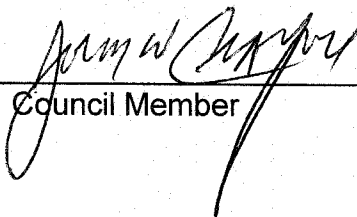
12 SECTION 1. That the 4th year of a 5 year Contract - ITB #3372 - 2014
13 STREET TREE PURCHASE AND PLANTING between the City of Fort
14 Wayne, by and through its Department of Purchasing and SHADE TREES
15 UNLIMITED for the FORT WAYNE PARKS AND RECREATION
16 DEPARTMENT, respectfully for:

17 purchase of trees to be planted in the City right-of-way, parks
18 and replace trees that were lost through shock, disease or
19 accidents;

20 involving a total cost of THREE HUNDRED EIGHTEEN THOUSAND, NINE
21 HUNDRED FIFTY-TWO AND 00/100 DOLLARS (\$318,952.00) all as more
22 particularly set forth in said ITB #3372 - 2014 STREET TREE PURCHASE
23 AND PLANTING which is on file in the Office of the Department of Purchasing,
24 and is by reference incorporated herein, made a part hereof, and is hereby in
25 all things ratified, confirmed and approved.


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SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.



Council Member

APPROVED AS TO FORM AND LEGALITY



Carol Helton, City Attorney

REF. NO.: 3372
DEPT: Parks Dept
DATE: 8/21/14
ITEM/SERVICE: Street Tree Purchase and
Planting
ADVERTISED BID: YES
DATES ADVERTISED: 5/2/11 & 5/9/11
DATE OPENED: 5/26/11
SINGLE SOURCE: No
NO. OF VENDORS NOTIFIED: 25
NO. OF VENDORS RECEIVING BID: 25
NO. OF VENDORS RETURNING BID: 5
NO. OF VENDORS DISQUALIFIED: 0
DATE SENT TO DEPT FOR RECOMM: 5/26/11
DATE RECOMM RECEIVED BACK: 9/8/11
DATE SENT TO LAW DEPT: 8/21/14
INTRODUCTION DATE: 8/26/14
DISCUSSION DATE: 9/2/14
PASSAGE DATE: 9/9/14

MEMORANDUM

To: City Council Members, City of Fort Wayne
From: Chad Tinkel
CC: File
Subject: Council Approval of 2014 Street Tree Purchases/Planting Services
Date: August 21, 2014

The Fort Wayne Parks and Recreation Department is requesting approval for a contract with Shade Trees Unlimited Inc. The contract is for the purchase of trees to be planted in the city right-of-way as well as trees being planted in the parks. Also, a few trees that were lost through shock, disease or accidents will be replaced as well. The total purchase of trees through the City's contracted supplier (under a publicly bid price agreement) will exceed \$100,000 for 2014, requiring Council's approval.

Please review the attached digest for more information.

I will be available at the Council meetings to answer any questions you may have and I may also be reached at 427-6480.

Thank you for your consideration and support

We respectfully request your approval of this contract so that we may proceed with the work. If you have any questions, please feel free to contact me at 427-6480 or Steve McDaniel at 427-6407.

Thank you in advance.

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	3372
Awarded To	Shad Trees Unlimited
Amount	\$318,952.00
Conflict of interest on file?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Number of Registrants	5
Number of Bidders	5
Required Attachments	RFPs – attach Award Matrix; Bids – attach Tab Sheet

EXTENSIONS

Date Last Bid Out	2011
# Extensions Granted To Date	0

SPECIAL PROCUREMENT

Contract #/ID <i>(State, Federal, Piggyback--Authority)</i>	
Sole Source/ Compatibility Justification	

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, explain below</i>
If not lowest, explain	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	<p><u>This contract is for the purchase and planting of trees for the City Street Tree/ park tree planting program.. A total of \$318,952 in tree purchases and planting services are being requested in this approval. If this contract does not get approved then over four hundred property owners who have requested and paid for trees will not be served. Their co-payments will all have to be refunded. Trees will also not be planted in recently developed neighborhoods. The replacements for the trees that did not live from last year's planting efforts will not be planted. The replacement for all of the ash trees lost will not be planted as well. If we discontinue the planting of trees the overall aesthetic beauty and quality of our city will diminish.</u></p> <hr style="width: 10%; margin-left: 0;"/> <hr/> <hr/> <hr/> <hr/>
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REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	

FUNDING SOURCE

<i>Account Information.</i>	Funding is coming from multiple sources including: Community and Economic Development, Citizen participation, DNR Grant, private donations, and cumulative capital fund.
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Public Hearing Date, if applicable _____

Read the first time in full and on motion by Councilman John Crawford
Read the second time by title and referred to the Finance Committee
Committee. Read the third time in full and on motion by Councilman
John Crawford, placed on passage by the following vote:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
<u>TOTAL VOTES</u>	<u>9</u>	_____	_____	_____
BENDER	<u>✓</u>	_____	_____	_____
CRAWFORD	<u>✓</u>	_____	_____	_____
DIDIER	<u>✓</u>	_____	_____	_____
HARPER	<u>✓</u>	_____	_____	_____
HINES	<u>✓</u>	_____	_____	_____
JEHL	<u>✓</u>	_____	_____	_____
PADDOCK	<u>✓</u>	_____	_____	_____
SHOAFF	<u>✓</u>	_____	_____	_____
SMITH	<u>✓</u>	_____	_____	_____

DATED: 9-9-14 Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as
(ANNEXATION) (APPROPRIATION) (GENERAL) (SPECIAL) (ZONING) ORDINANCE
(RESOLUTION) NO. S-102-14 on the 9th day of
September, 2014

ATTEST:
Sandra E. Kennedy
SANDRA E. KENNEDY,
CITY CLERK

Robert A. Bender
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 10th day
of September, 2014, at the hour of 4:00 o'clock PM, E.S.T.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 11TH day of September
2014, at the hour of 2:00 o'clock PM, E.S.T.

Thomas C. Henry
THOMAS C. HENRY, MAYOR

BILL NO. S-14-08-19

COMMITTEE ON FINANCE

SEPTEMBER 2, 2014

*JOHN CRAWFORD – CHAIR
RUSS JEHL – CO-CHAIR
ALL COUNCIL MEMBERS*

AN ORDINANCE approving 4th Year of a 5 Year Contract - ITB#3372 - 2014 Street Tree Purchase and Planting by the City of Fort Wayne, Indiana, by and through its Department of Purchasing and Shade Trees Unlimited for the Fort Wayne Parks and Recreation Department. **COMMITTEE OF FINANCE HAVE HAD SAID ORDINANCE** under Consideration and beg leave to report back to the Common Council that said ordinance

DO PASS

DO NOT PASS

ABSTAIN

NO REC

[Handwritten signatures under 'DO PASS']

**SANDRA E. KENNEDY
CITY CLERK**