

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, City Manager

SUBJECT: Contract Award, Bowie Golf Course Tree Removal Project
R-3-20

DATE: January 10, 2020

A legal notice advertising a Request for Bids (RFB) for Bowie Golf Course Tree Removal Project was placed in the Bowie Blade, on eMaryland Marketplace and on the City's website on November 14, 2019. Bids were received from the following firms on December 10, 2019:

Greenleaf Tree Service Bowie, MD	\$187.50/crew hour
Tyler Wills Glenn Dale, MD	\$230.00/crew hour
Davey Tree Expert Company Mount Airy, MD	\$250.00/crew hour

The bids were evaluated as required by City Charter and the Procurement Policy. Criteria for selection included the firm's experience, qualifications, timeline, fee schedule and understanding of the City requirements.

After careful review, it was determined that Greenleaf Tree Service of Bowie, MD had submitted the most responsive and responsible bid in the amount of \$187.50/crew hour. Parks & Grounds FY20 budget allows for \$30,000.00 for this project.

I concur with the above recommendation and request your approval of R-3-20.

ADL/SH/rj

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A BID PROPOSAL FOR
BOWIE GOLF COURSE TREE REMOVAL

WHEREAS, pursuant to Section 61 of the City Charter, a Request for Bids was issued in the Bowie Blade, on eMaryland Marketplace, and on the City’s website for a Bowie Golf Course Tree Removal project; and

WHEREAS, on the December 10, 2019 due date, the City received three (3) bids; and

WHEREAS, the bids were evaluated as required by City Charter and the Procurement Policy; and

WHEREAS, after careful evaluation and review of the bids submitted, it was determined that Greenleaf Tree Service of Bowie, MD had submitted the most responsive and responsible bid.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the proposal of Greenleaf Tree Service of Bowie, MD and authorizes the City Manager to enter into a contract with Greenleaf Tree Service, in the amount of \$30,000.00.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on January 21, 2020.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor