



MEMORANDUM

**DATE:** August 22, 2022

**TO:** Honorable Mayor and City Councilmembers  
Dave Perrault, City Administrator

**FROM:** David Swearingen, P.E. Public Works Director / City Engineer  
Lucas Miller, Assistant Public Works Director

**SUBJECT:** 2022 Tree Plan – Award Contract

Budgeted Amount:	Actual Amount:	Funding Source:
\$	\$70,220.00	Park Fund – Tree Replacement funds

**Council Should Consider**

Motions to approve, table, or deny the following:

- Contract with Margolis Company for the 2022 Tree Plan in the amount of \$70,220.00.

*All items need a simple majority for action unless otherwise noted.*

**Background/Discussion**

At the July 18, 2022 Council Work Session, City Council discussed the vision of the 2022 Tree Plan and directed staff to create and request bids for the plan shown in Attachment B. The bid items included are all necessary for the highest success rate of survival for the trees and all trees are under a 2-year warranty. The initial watering process will be handled by the Contractor for warranty reasons and the Contractor has agreed to work with Arden Hills Public Works staff to perform the routine watering to help keep the overall quantity down for that bid item. All water used by the contractor will be metered.

Staff has reviewed the bid tab (Attachment A) and recommends that the City proceed with the work if desired. Staff recommends Council approve the contract with Margolis Company (Attachment C).

## **Budget Impact**

To date, the City has collected \$115,440 in Tree Replacement funds.

The City Code states:

1325.055; Subd. 6; A. 3. d) Where tree replacement on-site is not practical and a suitable off-site location cannot be determined by the City, a fee in lieu thereof may be assessed for the replacement required. The fee amount shall be the cost of materials and installation tree, plus ten (10) percent, and shall be provided by the applicant and approved by the City. All funds collected shall be expended exclusively for implementation of the goals listed in Subd. 1 of this section.

The materials and installation of the proposed trees for the 2022 Tree Plan would include all listed bid items in Attachment A, less the watering bags, which totals \$68,020. The \$2,200 will be covered by the General Fund – Park Maintenance department.

## **Attachments**

Attachment A: Bid Tabulation

Attachment B: Project Plans

Attachment C: Contract with Margolis