

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZATION FOR ANNUAL TREE TRIMMING  
AND REMOVAL CONTRACT**

**Item No. 5B**

WHEREAS, funds are allocated in the 2023 Capital Fund Budget for tree trimming and removal at all LMHA sites; and

WHEREAS, staff developed a bid proposal for tree trimming and removal at all LMHA sites; and

WHEREAS, bids were received and tabulated on May 16, 2023; and

WHEREAS, staff reviewed the bids received and determined Bob Ray Construction to be the most responsive and responsible bid received; and

WHEREAS, Management recommends awarding this contract to Bob Ray Construction, for one year, with four one-year renewal options.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a contract with Bob Ray Construction for tree trimming and removal as needed for all LMHA sites, in an amount not to exceed \$100,000 annually.

**RESOLUTION BACKGROUND STATEMENT**  
**AUTHORIZATION FOR ANNUAL TREE TRIMMING**  
**AND REMOVAL CONTRACT**

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**I. STATEMENT OF FACTS:**

There is an on-going need to trim and remove trees from all LMHA properties. During inclement weather, the need for these services becomes even greater and routine trimming reduces the rate of liabilities and improves the appearance of the sites.

Funds have been allocated in the 2023 Capital Fund Budget to contract for tree trimming and removal services at all LMHA sites as needed. A total of \$85,250.00 has been spent during the current contract period.

Staff developed specifications and advertised for bids on April 18, 2023. The following bids were received on May 16, 2023:

<u>Vendor</u>	<u>Bid</u>
Perez Tree Services	\$ 15,000.00
Shults Tree Service	\$ 7,540.00
Bob Ray Co.	\$ 6,844.00
KY Empire Builders	\$ 17,944.00

**II. ALTERNATIVES:**

- A. Award a one-year contract for tree trimming and removal services for all LMHA sites as needed, not to exceed \$100,000 annually.
- B. Do not approve the contract at this time.

**III. RECOMMENDATION:**

Staff recommends alternative "A."

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**IV. JUSTIFICATION:**

LMHA has over 2700 public housing units under direct management. These units are scattered throughout the Louisville Metro/Jefferson County area. This amount of property leads to an abundance of trees needing attention. Items needing to be addressed will include trimming branches away from LMHA properties and neighboring buildings, storm damage, having dead or hanging limbs removed, removal of dead or sick trees, and having stumps ground out. Many of these trees are mature and therefore quite large. Failure to properly address these needs will create hazards where someone could be seriously injured or killed and costly damages to structures or private property.

LMHA is not adequately staffed to perform this type of work. Therefore, contracting for this service would provide the tree work needed while allowing LMHA staff to address the needs of our residents in an expedient manner.

The annual contract allows LMHA to secure quality services at consistent, competitive prices for one year with four (4) one-year renewal options, rather than at fluctuating rates on a case-by-case basis.

The annual contract eliminates the administrative burden of multiple procurements.

**V. BUDGET APPROVAL:**

Funds were allocated for a tree trimming and removal contract in the 2023 Capital Fund Budget.

\_\_\_\_\_  
Jeffrey Ralph, Director of Finance

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Date

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**VI. PROCUREMENT CERTIFICATION:**

The procurement of this contract is in compliance with the Louisville Metro Housing Authority Procurement Policy and Procedures.

Bob Ray Construction does not use subcontractors so; therefore, MBE participation goals do not apply.

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Steve Webb, Purchasing Agent

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Date

Submitted by: Greg Crum  
Assistant Director of Property Management

Approved by: Ucresia Sistrunk  
Director of Property Management  
June 20, 2023