



MEMORANDUM

TO: Milton Dohoney Jr., City Administrator

FROM: Brian Steglitz, Public Services Area Administrator

DATE: March 17, 2023

SUBJECT: Request for Emergency Purchase Order to Continue Funding of Branch Collection Services for Residents Following the February 22 and March 3, 2023 Ice and Snow Storms

The recent ice storm and the following week's winter snowstorm caused significant widespread damage to city-owned and private trees. The city committed to assisting residents with debris clean up from recent ice and snow storm events. Public Works brought Davey Tree Expert Company in to assist with storm clean up under a Best Source Purchase Order. Davey Tree Expert Company offers brush clean up and emergency tree maintenance to municipalities and have been the Pruning Contractor for Public Works for six years. They are familiar with our community, were able to mobilize quickly, and have performed effectively for us on past and current projects.

Progress has been slow due to the extensive damage to trees and amount of materials brought to the curb for the city to service. Materials brought to the curb for the city to dispose of are not always staged in a way that is easy to place into chippers, resulting in more time spent by crews. The funds approved by the Best Source purchase order have been expended.

Therefore, the purpose of this Memorandum is to request the authorization of an Emergency Purchase Order to Davey Tree Expert Company in the amount of \$250,000 to provide continued branch collection services as a result of the recent winter storms. The entirety of the cleanup effort will not be complete with these funds, but it will allow work to continue while staff examines other options to accomplish cleanup sooner. Funds for this Emergency Purchase Order are available in Solid Waste Fund Balance. Staff will prepare the appropriate Resolution to appropriate funding and ratify the emergency PO, for City Council consideration and approval at the next available meeting as required by City Code.

Milton Dohoney Jr.

Approval
Milton Dohoney Jr.
City Administrator

cc: Molly Maciejewski, Public Works Unit Manager
Marti Praschan, Chief Financial Officer
Alison Heatley, Assistant Public Works Manager