



Cover Memorandum/Staff Report

File #: 26-0302

Agenda Date: 4/7/2026

Item #: 6.J.3.

TO: Mayor and Commissioners
FROM: Casetra Thompson, ACPO Purchasing and Contract Administration Division
THROUGH: Terrence R. Moore, ICMA-CM
DATE: April 7, 2026

APPROVAL OF RESOLUTION NUMBER 40-26, TO AWARD AN AGREEMENT WITH SHERLOCK TREE COMPANY, INC, ALL FLORIDA TREE & LANDSCAPE INC. AND RAPID RESPONSE FORCE, LLC FOR TREE TRIMMING SERVICES PURSUANT TO INVITATION TO BID 2026-004 IN A TOTAL FIVE (5) YEAR AMOUNT OF \$848,960 (\$169,792 YEARLY).

Recommended Action:

Motion to approve Resolution Number 40-26 to award an agreement with Sherlock Tree Company, Inc, All Florida Tree & Landscape Inc., and Rapid Response Force, LLC for Tree Trimming Services pursuant to ITB 2026-004, in a five (5) year amount of \$848,960 (\$169,792 yearly).

Background:

The City is responsible for the maintenance of trees located in public rights-of-way, city-owned property, parks and the Downtown area. Proper trimming is crucial for public safety, reducing overhead utility conflicts, and structural health. The City issue ITB No. 2026-004 on November 7, 2025 on behalf of the City of Delray and participating members of the Southeast Florida Government Cooperative Group. At time of the bid opening on December 17, 2025 the City received a total of four (4) submittals by Sherlock Tree Company, Inc, All Florida Tree & Landscape Inc., and Rapid Response Force, LLC and Superior Landscaping Lawn Service. Sherlock Tree Company, Inc, All Florida Tree & Landscape Inc., and Rapid Response Force, LLC was selected based on their experience, cost and ability to meet ISA Certified Arborist requirements. The bid award provides a total contract value of \$509,376 for the initial three (3) year term, with two (2) additional one (1) year renewals in the amount of \$169,792 yearly valid through April 6, 2031.

Should the City exercise the renewal options in the contract, the cumulative value through the term is provided below.

| Contract - ITB2026-004 | | |
|-------------------------------|-------------------------------------|-------------------|
| Initial Term - Year 3 | Upon execution 2026 - April 6, 2029 | \$ 509,376 |
| Year 4 | April 7, 2029 - April 6, 2030 | \$ 169,792 |
| Year 5 | April 7, 2030 - April 6, 2031 | \$ 169,792 |
| Total | | \$ 848,960 |

This motion is in accordance with the Code of Ordinances, Chapter 36, Commission Approval Required and Purchasing Policies.

Attachments:

- 1. Res.40-26
- 2. Legal Review Checklist
- 3. Agreements
- 4. Solicitation
- 5. Bidder Responses

City Attorney Review:

Approved to form and legal sufficiency

Funding Source/Financial Impact:

| Neighborhood Community Service | |
|--------------------------------|----------------------|
| Division | Account |
| Clean and Safe | 001-24-230-519.46-06 |
| Public Works | |
| Streets | 001-41-310-541.34-90 |
| Traffic | 001-41-320-541.34-90 |
| Stormwater | 448-38-380-538.34-90 |
| Utilities Department | |
| Utilities | 441-36-256-536.34-90 |
| Parks & Recreation | |
| Parks & Recreation | 001-72-738572.34-90 |
| | 446-75-153-575.52-41 |
| | |

Timing of Request:

N/A