

CITY OF SEGUIN



It's real.

To: City of Seguin Mayor and City Council
Steve Parker, City Manager

From: Jack Jones, Director of Parks and Recreation

Through: Rick Cortes, Deputy City Manager
Mark Kennedy, City Attorney

Date: March 18, 2025

Subject: Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a Tree Trimming and Removal Service Agreement between Kriewaldt Tree Care and the City of Seguin for tree trimming and removal services; and declaring an effective date.

Historical Background

The tree trimming and removal service demand has exceeded the informal contract dollar limitation and must be rebid as a formal contract. Kriewaldt Tree Care held an informal contract with the City from October 6, 2023, until March 5, 2025.

Action Requested

The evaluating committee reviewed the RFQ's received, and Kriewaldt Tree Care scored the highest. Given Kriewaldt Tree Care's long history of doing good tree work in the City of Seguin at an affordable price, the evaluation committee is requesting to move forward with an agreement with Kriewaldt Tree Care.

Procurement Methodology & Funding Source

On January 22, 2025, the City began the formal professional services procurement process by issuing a Request for Qualifications (RFQ) document to select a contractor for Tree Trimming and Removal Service. The written proposals were due on February 18, 2025. The following four contractors submitted their proposals for consideration by the deadline:

- Kriewaldt Tree Care
- Heritage Tree Care
- Arbortrue LLC
- ABC Professional Tree Service

All proposals submitted in response to the published RFQ were evaluated by a city staff evaluating committee based on the following criteria:

- References and experience (50%)
- Qualifications of key personnel (50%)

As proposed, various General Fund, Utility Fund, Golf Fund, and Capital Improvement Projects will be used to pay for tree trimming and removal services utilizing Kriewaldt Tree Care.

Staff Recommendation

City staff recommends approval of a Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a Tree Trimming and Removal Service Agreement between Kriewaldt Tree Care and the City of Seguin for tree trimming and removal services; and declaring an effective date.

ATTACHMENTS

- Proposed Tree Trimming and Removal Service Agreement