

**ELECTRIC DEPARTMENT
Transmission & Distribution Division**

REQUEST FOR PROPOSAL

Tree Trimming Services for the City of Santa Clara Electric Utility

Proposal Submittal Deadline: April 25, 2014

Proposals may be mailed to:

Paul Foster

City of Santa Clara Electric Dept. (Silicon Valley Power)

1705 Martin Ave.

Santa Clara, CA 95050

Or, email

pfoster@sypower.com

BACKGROUND

The City of Santa Clara Electric Department (Silicon Valley Power) is seeking proposals from qualified electrical line clearance contractors to enter into a 3 year service agreement to perform tree trimming services beginning June 2014.

The City of Santa Clara is located in California and has a service territory of 19.3 square miles with approximately 51,800 customers, 45,000 of which are residential. Approximately 9,000 trees are trimmed each year to maintain the proper clearance from high voltage utility lines.

SCOPE OF SERVICES

The following scope of goods and services are to be provided to the City by the Contractor under this agreement.

Contractor shall provide supervision, labor, materials, equipment and all tools on a time and materials basis to safely, properly and promptly provide tree trimming services for power line clearance as directed by the City of Santa Clara.

- On a daily basis Monday through Friday during the Electric Department's normal work hours as requested by the city.
- On an after hours emergency basis within 2 hours of first notification from the city that emergency services are required.

All power line clearance tree-trimming shall be performed in a manner designed to eliminate tree contact with power lines and to optimize clearance from high voltage electrical equipment without damaging the structural integrity of the tree(s).

REQUESTED INFORMATION

The following information is requested from prospective qualified electric line clearance tree-trimming contractors to allow SVP to determine the most qualified, reliable and cost effective contractor to enter into a service agreement. Please provide additional information as needed to enable SVP to make an informed decision.

1. Please provide an Experience Statement as a Qualified Electrical Line Clearance Contractor.
2. Please provide a reference list of customers.
3. Please provide the minimum experience qualifications of your crew foreman.
4. The number of qualified line clearance tree trimmers and apprentices are on your staff.
5. What is the expected number of crews that you would expect to assign to work in Santa Clara on a permanent basis and what is your crew make-up.
6. What are your safety statistics (OSHA 300) for calendar year 2011, 2012 & 2013?
7. What is Your Workers Compensation Experience Rate for 2011, 2012 & 2013?
8. Please provide your current labor & materials cost sheet including overtime rates.
9. If possible, please provide a composite hourly rate which includes supervision and equipment. If not, please provide a breakdown showing labor rates for the expected crew members and the average daily equipment cost. Historically, Santa Clara has been provided 10 full time, on site, employees. Typical staffing has been, 1ea 3-man crew, 3ea 2 man crews and 1 supervisor.
10. Expected annual increase due to rate and wage adjustments?
11. Provide customer feedback your company has received over the past year from residents in the areas you currently provide service.

Please contact Paul Foster, Assistant Director of Electric Utility-Energy Distribution, at 408-615-5601 or email pfoster@svpower.com if you have any questions or would like to schedule a meeting to discuss your company's capabilities to perform the services requested.