



## Harris County, Texas

1001 Preston St., Suite 934  
Houston, Texas 77002

### Commissioners Court

#### Request for Court Action

File #: 23-4284

Agenda Date: 8/8/2023

Agenda #: 234.

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Renewal

Project ID (if applicable): 200200

Vendor/Entity Legal Name (if applicable): Prime Trees Inc.

MWDBE Contracted Goal (if applicable): 10%

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal is not 0% and is listed above

#### Request Summary (Agenda Caption):

Request for approval of a renewal option with Prime Trees Inc. for tree and tree limb removal services for Harris County for the period of October 1, 2023 - September 30, 2024 at a cost of \$475,000 and for the County Clerk to execute any applicable bonds to be received (200200), MWDBE Contracted Goal: 10%.

Background and Discussion: Tree and Tree Limb Removal Services for Harris County

Expected Impact: N/A

Alternative Options: N/A

#### Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☐ Transportation
- ☐ Flooding
- ☒ Environment

Presented to Commissioners Court

August 8, 2023

Approve: G/R

X Governance and Customer Service

**Prior Court Action** (if any):

Date	Agenda Item #	Action Taken
09/29/2020	N/A	Award approved for term 10/01/2020 - 09/30/2021
08/10/2021	331	Renewal 1 approved for term 10/01/2021 - 09/30/2022
07/19/2022	210	Renewal 2 approved for term 10/01/2022 - 09/30/2023

**Location:**

Address (if applicable): N/A

Precinct(s): Countywide

Fiscal and Personnel Summary				
Service Name		Tree and Tree Limb Removal Services for Harris County		
		FY 23	FY 24	Next 3 FYs
<b>Incremental Expenditures (do NOT write values in thousands or millions)</b>				
Labor Expenditures		\$	\$	\$
Non-Labor Expenditures		\$	\$	\$
<b>Total Incremental Expenditures</b>		\$	\$	\$
<b>Funding Sources (do NOT write values in thousands or millions)</b>				
Existing Budget				
1070 - Mobility Fund	Precinct 2 (P	\$350,000.00	\$	\$
1000 - General Fund	Precinct 2 (P	\$50,000.00	\$	\$
1000 - General Fund		\$25,000.00	\$	\$
1000 - General Fund		\$50,000.00	\$	\$
<b>Total Current Budget</b>		\$475,000.00	\$	\$
Additional Budget Requested				
Choose an item.		\$	\$	\$
Choose an item.		\$	\$	\$
Choose an item.		\$	\$	\$
<b>Total Additional Budget Requested</b>		\$	\$	\$
<b>Total Funding Sources</b>		\$	\$	\$
<b>Personnel</b> (Fill out section only if requesting new PCNs)				
Current Position Count for Service		-	-	-
Additional Positions Requested		-	-	-
<b>Total Personnel</b>		-	-	-

**Anticipated Court Date: 08/08/2023**

**Anticipated Implementation Date (if different from Court date):** 10/01/2023

**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Juan Hernandez, Deputy Director of Public Works, Precinct 2; Mike True, Asst. Director of Parks, Precinct 2; Kelly T. Campbell, Warehouse Coordinator, Precinct 3; Martha Alvarez, Procurement Specialist, Precinct 4; Lyndsey Bars, Senior Buyer, Purchasing

**Attachments** (if applicable): Letter



**DeWight Dopslauf, C.P.M., CPPO**  
**Harris County Purchasing Agent**

July 21, 2023

Commissioners Court  
Harris County, Texas

**RE: Job No. 200200**

Members of Commissioners Court:

Please approve the renewal subject to applicable bond(s) to be received from the vendor(s) for the following:

**Description:** Tree and Tree Limb Removal Services for Harris County

**Vendor(s):** Prime Trees Inc.

**Term:** 10/01/2023 - 09/30/2024

**Renewal Options:** 3 of 4

**Amount:** \$475,000

**Price Increase:** \$14,795

**Bond(s):** Yes

**Reviewed By:** • Harris County Purchasing • Precinct 2  
• Precinct 3 • Precinct 4

Sincerely,

DeWight Dopslauf  
Purchasing Agent

LB  
cc: Vendor(s)

**FOR INCLUSION ON COMMISSIONERS COURT AGENDA AUGUST 08, 2023**

