

**CHRONOLOGY OF THE AGENDA ITEM**  
**ITB 21-752-010 Tree Cutting and Trimming Services -**  
**Contract Renewal (#4 of 4)**

**Scope:**

**Contract Renewal of ITB 21-752-010** -Tree Cutting and Trimming Services to **Casey Tree Experts, Richmond Tree Experts, Inc., and Total Outdoors, LLC.** to provide as-needed services as specified in the bid documents and Owner's Criteria and Narrative Scope of Work.

**Contract/Renewal Term:**

On January 11, 2021, the DeKalb Board of Education ("the Board") approved the award of **ITB 21-752-010** -Tree Cutting and Trimming Services to **Casey Tree Experts, Richmond Tree Experts, Inc., and Total Outdoors, LLC.** The contract was for an initial one (1) year term with four (4), one (1) year optional renewals subject to Board approval on a year-to-year basis.

The renewals terms are as follows:

**Casey Tree Experts and Total Outdoors, LLC**

- Contract Year 1- March 1, 2021-March 1, 2022
- Contract Year 2, Renewal #1 (1 of 4) – March 1, 2022-February 28, 2023
- Contract Year 3, Renewal #2 (2 of 4) – March 1, 2023–February 29, 2024
- Contract Year 4, Renewal #3 (3 of 4) – March 1, 2024-February 28, 2025
  - **This current agenda item seeks the Board of Education approval for the final fourth of four (#4 of 4) one (1) year contract renewal options.**

**Richmond Tree Experts**

- Contract Year 1- May 3, 2021-May 2, 2022
- Contract Year 2, Renewal #1 (1 of 4) – May 3, 2022- May 2, 2023
- Contract Year 3, Renewal #2 (2 of 4) – DID NOT RENEW
- Contract Year 4, Renewal #3 (3 of 4) – May 3, 2024 -May 1, 2025
  - **This current agenda item seeks the Board of Education approval for the final fourth of four (#4 of 4) one (1) year contract renewal options.**

**Solicitation Process:**

ITB 21-752-010 was competitively solicited through the Procurement Department on October 15, 2020. Five (5) bids were received on November 17, 2020. The recommendation of awards was based on the review and evaluation of proposals received.

**Award Process:**

On January 11, 2021, the DeKalb Board approved the award of ITB 21-752-02-10 to **Casey Tree Experts, Richmond Tree Experts, Inc and Total Outdoors, LLC.,** as the lowest bid and most responsive, responsible bidders in accordance with the Invitation to Bid documents.