



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Grant Yates, City Manager

Prepared by: Catherine Eakins – PW Administrative Assistant

Date: July 28, 2020

Subject: Annual Citywide Tree Maintenance Services Contract with West Coast Arborist for Fiscal Year 2020-21

Recommendation

1. Authorize the City Manager to execute an Agreement for Contractor Services with West Coast Arborist in the amount of \$212,798.00 for Annual Citywide Tree Maintenance Services in substantially the form attached in such final form as approved by the City Attorney; and
2. Authorize the City Manager to execute change orders not to exceed a 10% contingency amount of \$21,280.00 for uncertainties and adjustments.

Background

In 1988, the City Council established the Citywide Landscaping and Street Lighting Maintenance District ("Citywide LLMD") for maintaining landscape and lighting in public right of way and other public facilities, in accordance with the Landscaping and Lighting Act of 1972. The City contracts for tree maintenance services within the Citywide LLMD eligible facilities to provide the expertise and personnel necessary to perform this high-volume maintenance work. This reduces the City's ongoing personnel and equipment costs and allows the City to vary the level of services based on available funding and need.

Discussion

In accordance with the requirements set forth in the California Public Contract Code, Citywide Tree Maintenance bid documents were prepared, and the project was advertised in PlanetBids on April 23, 2020.

This Project includes Citywide tree maintenance services at various locations as ordered by the Public Works Director/City Engineer or his/her designee. The work performed under this contract shall consist of general tree maintenance; trimming, planting, tree removal, stump removal, tree replacement, GPS inventory maintenance, and hazard assessment. The awarded Contractor shall provide and furnish all the labor, materials and tools necessary to fulfill the contract needs. Included in this contract the Contractor shall provide the City within ninety (90) days, an up-to-date GPS tree inventory compatible with the City's urban forest management system, Arbor Access, and continue to keep the information up-to-date for the entire term of the contract. The intent of the Citywide Tree Maintenance Services is to keep the City's urban forest areas in a state of healthy vigorous growth and to provide a safe and enjoyable atmosphere for the general public.

In the following chart 24 essential elements of the requested tree maintenance services represents an itemized bidding schedule. These 24 elements are the most frequently used services in the City's tree maintenance program and are individually bid (priced) by the contractors. The total cost of the 24 elements is used to determine the contractors lineal rating and competitive pricing. As such the notice inviting bid required each prospective contractor to complete the bid schedule in order for the City to determine the most competitive and complete bid.

The City received three (3) bids from qualified contractors on May 29, 2020. The below chart illustrates the lowest bid, \$6,097.00, provided by West Coast Arborists Inc.:

CITYWIDE TREE MAINTENANCE SERVICES BID SCHEDULE RESULTS

| Item NO. | Description of Items | Unit | West Coast Arborists Inc. | Tree Pros Inc. | Gold West Arborist Inc. |
|----------|---|--------------|---------------------------|----------------|-------------------------|
| | | | Bid Price | Bid Price | Bid Price |
| 1. | Grid Tree Trimming | Each | \$84.00 | \$72.00 | \$60.00 |
| 2. | Service Request Trimming | Each | \$234.00 | \$190.00 | \$140.00 |
| 3. | Tree Raising | Each | \$49.00 | \$45.00 | \$70.00 |
| 4. | Palm Tree Trimming | Each | \$84.00 | \$72.00 | \$99.00 |
| 5. | Palm Tree Skinning / Shaping | Each | \$204.00 | \$15.00 | \$280.00 |
| 6. | Palm tree seed pod only removal | Each | \$84.00 | \$44.00 | \$75.00 |
| 7. | Tree and Stump Removal | DSH per Inch | \$44.00 | \$32.00 | \$65.00 |
| 8. | Tree only Removal | DSH per Inch | \$34.00 | \$28.80 | \$50.00 |
| 9. | Stump only Removal | DSH per Inch | \$20.00 | \$20.00 | \$20.00 |
| 10. | Plant 15-gallon tree with root barrier | Each | \$174.00 | \$170.00 | \$280.00 |
| 11. | Plant 15-gallon tree without root barrier | Each | \$154.00 | \$170.00 | \$260.00 |
| 12. | Plant 24" box tree with root barrier | Each | \$344.00 | \$310.00 | \$490.00 |
| 13. | Plant 24" box tree without root barrier | Each | \$324.00 | \$310.00 | \$460.00 |
| 14. | Plant 36" box tree with root barrier | Each | \$754.00 | \$875.00 | \$890.00 |
| 15. | Plant 36" box tree without root barrier | Each | \$724.00 | \$875.00 | \$860.00 |
| 16. | Plant 48" box tree with root barrier | Each | \$1,124.00 | \$1,750.00 | \$1,600.00 |
| 17. | Plant 48" box tree without root barrier | Each | \$1054.00 | \$1,750.00 | \$1,520.00 |
| 18. | Root Pruning | Linear Foot | \$24.00 | \$19.00 | \$25.00 |
| 19. | Right of Way/street clearance | Each | \$84.00 | \$35.00 | \$140.00 |

Award of Contract for Citywide Tree Maintenance Services

July 28, 2020

Page 2

| Item NO. | Description of Items | Unit | West Coast Arborists Inc. | Tree Pros Inc. | Gold West Arborist Inc. |
|--------------|--------------------------------------|-----------|---------------------------|-------------------|-------------------------|
| | | | Bid Price | Bid Price | Bid Price |
| 20. | Crew Rental – per person | Hour | \$90.00 | \$79.50 | \$120.00 |
| 21. | Emergency Crew Rental – per person | Hour | \$110.00 | \$92.50 | \$145.00 |
| 22. | Specialty Equipment Rental | Hour | \$150.00 | \$754.50 | \$195.00 |
| 23. | Arborist Services (report writing) | Hour | \$150.00 | \$120.00 | \$150.00 |
| 24. | GPS Inventory and continuous updates | No Charge | Included | Included | Included |
| Total | | | \$6,097.00 | \$7,829.30 | \$7,994.00 |

Staff has reviewed bids and verified all bids for comparison and West Coast Arborist was determined to be the lowest responsive bidder. West Coast Arborist currently provides the Tree Maintenance services to the City. Staff is very satisfied with their quality of work.

Fiscal Impact

The funds for tree maintenance services have been identified in the FY2020/2021 Citywide LLMD, LLMD 1, Parks and Facilities Operating budgets. Please note, the total requested contract amount of \$212,798.00 is the total annual cost of all the anticipated and planned 24 tree maintenance elements.

Exhibits

- A- Agreement
- B- Proposal