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**Title:** CONSIDER AWARDING A THREE-YEAR CONTRACT TO WEST COAST ARBORISTS, INC. TO PROVIDE TREE MAINTENANCE SERVICES FOR THE PERIOD OF OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2021 (CITY COUNCIL)

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**Attachments:** 1. WCA Contract Exhibit 1 12.4.18, 2. Exhibit 2 Carson Cost Comparison, 3. Exhibit 3 City Tree Photos, 4. Staff Report

Date	Ver.	Action By	Action	Result
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**Report to Mayor and City Council**

Tuesday, November 20, 2018

Consent

**SUBJECT:**

**CONSIDER AWARDING A THREE-YEAR CONTRACT TO WEST COAST ARBORISTS, INC. TO PROVIDE TREE MAINTENANCE SERVICES FOR THE PERIOD OF OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2021 (CITY COUNCIL)**

**I. SUMMARY**

On December 5, 2017, a Request for Proposal (RFP) notice was published to solicit qualified firms for tree maintenance services. A total of three firms responded and submitted their proposals, which were opened on January 8, 2018. After reviewing and evaluating the proposals, it was determined that West Coast Arborists, Inc. was the most qualified to provide tree maintenance services to the City. Staff is now seeking City Council approval to award a three-year contract to West Coast Arborists, Inc. to provide services for the period of October 1, 2018 through September 30, 2021, with one additional three-year extension at the City’s sole election (“Agreement”).

**II. RECOMMENDATION**

Take the following actions:

1. AWARD a three-year contract to West Coast Arborists, Inc. to provide tree maintenance

services for the period of October 1, 2018 through September 30, 2021, with one additional three-year extension at the City's sole election; AND

2. AUTHORIZE the Mayor to execute the contract after approval as to form by the City Attorney and REQUIRE any exercise of the optional extension to be presented to the City Council for approval.

### III. ALTERNATIVES

1. DO NOT AWARD a three-year contract to West Coast Arborist, Inc.
2. TAKE any other action the City Council deems appropriate and consistent with the law.

### IV. BACKGROUND

The Public Works Department is responsible for the care and maintenance of approximately 21,000 trees located throughout the City in various public parkways, medians, parks, and City facilities. One third (~7000) of all City trees are trimmed each year and about 5% of trees are removed, primarily related to sidewalk replacement. On September 29, 2011, the City Council awarded West Coast Arborists, Inc. ("WCA") a three-year contract to provide tree maintenance services for the period of September 6, 2011 through June 30, 2014, with one optional three-year extension at the City's sole election.

On July 18, 2014, the City Council awarded West Coast Arborists, Inc. a three-year contract to provide tree maintenance services for the period of July 1, 2014 through June 30, 2017, with one optional three-year extension at the City's sole election. In June, 2017, however, the City elected not to exercise the optional three year extension, and instead decided to amend the Agreement to extend it for an additional six (6) month period from July 1, 2017 to December 31, 2017. In December 2017, the City and WCA amended the Agreement again to provide for renewal on a month-to-month basis for the period of January 1, 2018 through April 30, 2018, while the City issued the associated request for proposals.

On December 7, 2017, the City issued a Request for Proposals (RFP) seeking qualified vendors to provide tree maintenance services. The contract is to trim all City trees in 7 of the 21 Tree zones each year, remove approximately 5% of the trees, as well as additional trimming of all Coral Trees, *Ficus benjamina*, and Queen Palms every year. A total of three (3) bidders responded and submitted proposals. All proposals were reviewed for completeness, compliance with RFP requirements, qualifications, hiring and training practices, professional references, experience and cost. Based on the evaluation process, the following two (2) proposers were considered responsive:

Firm	Per Annum Cost
1. West Coast Arborists, Inc.	\$656,588.03
2. Mariposa Landscapes Inc.	\$749,000.00

West Coast Arborists, Inc. received the highest rating and had the lowest pricing. Only West Coast Arborists had a comprehensive Tree Management Inventory System. The third firm, Tree Pros Inc., failed to submit a total contract amount for all trees in seven zones per year plus 5% removals or include a price for additional trimming every non cycle year for specific trees as outlined in the RFP.

Staff recommends that the City Council award a contract to West Coast Arborists, Inc., to provide tree maintenance services from October 1, 2018 through September 30, 2021, with one additional three-year extension at the sole discretion of the City.

WCA's prices include additional trimming above the standard grid trim which is limited to removing a few branches for street sweeper clearance and the occasional work in the canopy. The City's urban forest is older than average and primarily consists of big, top heavy trees that are in desperate need of careful crown management. Trimming included in WCA's contract consists of clearance for sweeper and streetlights, crown cleaning of dead, damaged and diseased limbs, structural trimming for removal of limbs from vehicle damage, restructuring trees that have been sheared/topped, removal and reduction of crossing limbs, complete crown reductions as needed, and training of young trees. Proper training of young trees helps develop better structure which can reduce failed limbs and lead to more sustainable trees.

A "grid trim" price was not requested as part of the RFP, but for the purpose of comparison, WCA submitted a quote of \$60/tree. The City of Compton, which is paying \$49 per tree, has smaller trees, many that have been sheared as topiary. Grid trim prices do not cover crown reductions or management or corrective structural trimming. The State's prevailing wage requirements changed to require that tree trimming pay prevailing wage. Several cities with lower tree trimming costs have older contracts that predate the change in State requirements. The City of Riverside recently rebid for trimming and is paying \$75 per tree for grid trimming and their trees are more comparable to Carson's in size, but not structure.

Should the City decide to exercise the additional extension, the agreement has the potential of reaching September 30, 2024.

## **V. FISCAL IMPACT**

No additional funds are being requested at this time. Funds for tree trimming services were included in the FY 2018-19 budget.

## **VI. EXHIBITS**

1. Proposed West Coast Arborists Contract (pgs. 4 - 47)
2. Cost Comparison for Tree Maintenance Services (pg. 48)
3. Photos of City Trees (pgs. 49 - 50)

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