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**Title:** CONSIDER APPROVAL OF AMENDMENT NO. 4 TO THE AGREEMENT WITH WEST COAST ARBORISTS, INC. FOR TREE MAINTENANCE SERVICES.

**Sponsors:**

**Indexes:**

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**Attachments:** 1. (West Coast Arborists) Amendment No. 4

Date	Ver.	Action By	Action	Result
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**Report to Mayor and City Council**  
 Tuesday, October 18, 2022  
 Consent

**SUBJECT:**  
**CONSIDER APPROVAL OF AMENDMENT NO. 4 TO THE AGREEMENT WITH WEST COAST ARBORISTS, INC. FOR TREE MAINTENANCE SERVICES.**

**I. SUMMARY**

On December 5, 2017, a Request for Proposals (“RFP”) 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 review and evaluation of the proposals, it was determined that West Coast Arborists, Inc. was the most qualified to provide tree maintenance services to the City.

As part of the contract, three one-year extensions were allowed with Council’s approval. The contract has also been amended three times, first to add a Tree Planting Project, the second time to extend the contract for two additional months extending the expiration date to November 30, 2021, then a third time to extend the term for (1) one additional year from December 1, 2021 through December 31, 2022 at an additional cost of \$656,588.03, resulting in an increased total contract sum of \$2,796,204.09 to allow contractor to continue meeting tree service requests for Carson residents and businesses.

Now, staff is requesting that the contract be extended for (1) one additional month from December 31, 2022 through January 31, 2023 at an additional cost of \$199,000.00

bringing the increased contract sum to \$2,901,792.12, to allow contractor to continue meeting tree service requests for Carson residents and businesses while staff prepares to go out to bid for award of a new contract.

## **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE Amendment No. 4 to the Agreement for Contract Services by and between the City of Carson and West Coast Arborists, Inc. to increase the contract sum by \$199,000.00 for one additional month to provide tree maintenance services such that the total cost of the Contract Agreement does not exceed \$2,901,792.12.
2. AUTHORIZE the Mayor to execute the amendment after approval as to form by the City Attorney.

## **III. ALTERNATIVES**

1. DO NOT APPROVE an amendment of West Coast Arborist, Inc. contract.
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 18,652 trees located throughout the City in various public parkways, medians, parks and City facilities. In October 2018, the City Council awarded West Coast Arborists, Inc. ("WCA") a three-year contract to provide tree maintenance services for the period of October 1, 2018 through September 30, 2021, with three optional one-year extensions at the City's sole election.

Staff is requesting that the contract be extended for (1) one additional month from December 31, 2022 through January 31, 2023 at an additional cost of \$199,000.00 bringing the increased contract sum to \$2,901,792.12, to allow contractor to continue meeting tree service requests for Carson residents and businesses while staff undertakes the bidding process for award of a new contract.

While WCA continues their work through January, the Public Works Department will be going out to bid to solicit proposals from qualified contractors to provide professional tree maintenance services for the City. The procurement package will reflect the priorities the Council has expressed, such as structuring it in a manner to ensure geographically equitable service throughout the City, provide a solid baseline year of tree trimming, and update the scope based on current industry standards and best practices in how trees should be taken care of in the City of Carson such as adjusting the trimming schedule based on the differing requirements of the dozens of tree species in the City's inventory.

## V. FISCAL IMPACT

None. Funds for this service were included in the FY 2022/23 budget in account no. 101-80-840-106-6004.

## VI. EXHIBITS

1. West Coast Arborist Contract Amendment No. 4

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