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DEPARTMENT OF
ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

August 14, 2001
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City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: INCREASE IN CONTRACT AMOUNT FOR TREE TRIMMING AND REMOVAL SERVICES (BID NO. 1806) FROM \$195,000.00 TO \$300,000.00 PER YEAR

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager to increase the amount of the current contract for Tree Trimming and Removal Services (Bid No. 1806) with West Coast Arborists, Inc., 2200 East Via Burton Street, Anaheim, CA from \$195,000 to \$300,000 per contract year.

CONTACT PERSONS: Martin Fitch, Tree Services Superintendent, 433-6258
Dennis Kerhulas, Senior Buyer, 433-6242

FOR COUNCIL MEETING OF: August 28, 2001

SUMMARY:

This report recommends that City Council authorize the City Manager to increase the amount of the current contract for Tree Trimming and Removal Services (Bid No. 1806) from \$195,000 to \$300,000 per contract year. This contract was originally awarded by Council on September 7, 1999, to West Coast Arborists, Inc., 2200 East Via Burton Street, Anaheim, CA 92806. Theirs was the lowest responsible bid received in response to formal Bid No. 1806.

BACKGROUND:

On September 7, 1999, City Council awarded Bid No. 1806 for Tree Trimming and Removal Services to West Coast Arborists, Inc. in an amount not to exceed \$195,000 per contract year. The contract provides

for the removal and/or trimming of weakened or diseased trees, such as trees with mistletoe, for various locations in the City of Sacramento. The City is currently in the second year of this potential four year contract.

During this contract, the City of Sacramento and the Sacramento Tree Foundation have been working together in a program to identify trees on privately owned property, but within the City's planting easement, that need trimming and/or mistletoe control services. When such trees are identified, an offer is made to the property owners for trimming of the tree(s) by the City's tree services contractor at City contract pricing. The combined City and Tree Foundation efforts and the favorable contract prices have been well received by the participants. Due to the program's success, contract work has increased substantially. Most of the increases in program costs are offset by revenues collected from property owners who pay in advance the City's contract costs to trim and remove the mistletoe from their trees located within the City's planting easement. The current contract cost for the City and participants is \$165.00 per tree for the most common size trees. In addition to the increase in trimming of street trees within the City's planting easement, Tree Services has identified more general contract trimming work that is needed in City parks and other street trees.

The recommended increase in the contract amount will allow the purchase of additional contract tree services that were included in Bid No. 1806 at the same competitively bid prices set forth for such services in the successful bid. The recommended action does not increase these prices, and does not authorize the purchase of services that were not included in Bid No. 1806.

For the above reasons, staff recommends that the City Council authorize an increase in the amount of the current contract for Tree Trimming and Removal Services (Bid No. 1806) from \$195,000 to \$300,000 per contract year.

FINANCIAL CONSIDERATIONS:

Sufficient funds have been budgeted by Tree Services for these services. As noted above, City costs for mistletoe removal services performed in City planting easements are offset by revenues collected from property owners who pay in advance the City's costs to trim their trees.

ENVIRONMENTAL CONSIDERATIONS:

The Environmental Services Manager has determined that the contract award is exempt from the requirements of the California Environmental Quality Act (CEQA), under Section 15301(h). The contract is considered maintenance of existing landscaping throughout the City of Sacramento.

POLICY CONSIDERATIONS:

This recommendation seeks authorization for an increase in the contract amount for services already contracted through competitive bidding, at the same competitively bid prices, and is consistent with the requirements for nonprofessional service contracts detailed in Chapter 3.56 of the Sacramento City Code.

ESBE CONSIDERATIONS:

West Coast Arborists, Inc. is not a certified Emerging or Small Business Enterprise. As this contract was previously awarded by the City Council and is currently in place, additional E/SBE efforts are not applicable at this time.

Respectfully Submitted,



Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:



ROBERT P. THOMAS
City Manager