



REPORT TO COUNCIL

City of Sacramento

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915 I Street, Sacramento, CA 95814-2671
www.CityofSacramento.org

CONSENT
December 6, 2005

Honorable Mayor and
Members of the City Council

Subject: Purchase: Tree Pruning and Removal Services

Location/Council District: Citywide

Recommendation:

Adopt a Resolution: 1) adopting specifications of Bid No. B061187029; 2) accepting the lowest responsible bid received for Tree Pruning and Removal Services; and 3) awarding the contract to West Coast Arborists, Inc. in a total amount not to exceed \$330,000 per contract year.

Contact: Dan Pskowski, City Arborist, 768-8604
Mike Kerton, Administrative Officer, 433-6316
Barbara Collins, Program Analyst, 808-6240

Presenters: None

Department: Parks and Recreation

Division: Urban Forest Services/ Capital City Golf

Organization No: 4713

Summary:

The City of Sacramento has over 165,000 street and park trees. City staff cannot keep up with the annual pruning and removal demands this number of trees requires. To efficiently manage the pruning and removal demands of the City of Sacramento's urban forest, the Department of Parks and Recreation annually issues a contract for tree pruning and removal services to augment the Urban Forest Division's management of the City's urban forest. The amount of the contract award recommended in this report will allow for the pruning of approximately 825 additional trees annually. Attachment 1 is a tabulation of pricing submitted from sealed bids received by the City Clerk for furnishing tree pruning and removal services. Staff recommends adopting the attached Resolution adopting specifications of bid and making an award to West Coast Arborists, Inc. in an annual amount not to exceed \$330,000 per contract year. The contract is for a period of one year with the option to renew for up to three additional one-year periods.

Committee/Commission Action: None

Background Information:

- The Urban Forest Services and Capital City Golf Divisions will use this contract for annual and emergency tree pruning and removal of City trees as required.
- This contract is for citywide pruning and removal services for all tree species in the City of Sacramento and is separate from the English Elm pruning and removal contract approved by City Council on October 25, 2005. The English Elm contract is part of the City Council approved Urban Forest Management Plan, this contract is for annual pruning and removal.
- It is recommended that an award be made to West Coast Arborists, Inc., 2200 E. Via Burton Street, Anaheim, CA, 92806, the lowest responsible bidder, in an amount not to exceed \$330,000 per contract year, which will allow for the pruning of approximately 825 additional trees annually. The contract is for a period of one year with the option to renew for up to three additional one-year periods.

Financial Considerations:

Funding for tree pruning and removal services is derived from the approved budgets of several organizations. For the current fiscal year (FY05/06), anticipated expenditures include \$265,000 from the Urban Forest Division general operating fund and the Citywide Landscape and Lighting Assessment District. Additional funding will come from the Land Park Fund (\$30,000), the State Route 160 Fund (\$15,000), and the Capital City Golf Division's special revenue program fund (\$20,000). Funds will also come from other City organizations based on tree trimming and removal needs and availability of budgeted funds. Total expenditures will not exceed \$330,000 per contract year.

Environmental Considerations:

A Negative Declaration was prepared for the Sacramento Urban Forest Management Plan and ratified by City Council. The adoption of specifications and award of bid as described within this report is consistent with the Urban Forest Management Plan and its associated Negative Declaration. No further compliance with the California Environmental Quality Act (CEQA) is necessary.

Policy Considerations:

This recommendation is consistent with the requirements for competitive bidding as detailed in Sacramento City Code 3.56. The Equal Benefits Ordinance (EBO) and the Living Wage Ordinance (LWO) are applicable to this contract and signed Declarations of Compliance are on file in the Procurement Services office.

Emerging Small Business Development (ESBD):

Invitations for Bid (IFBs) were sent to fourteen contractors, nine of which are certified Emerging/Small Business Enterprises (ESBEs). West Coast Arborists, Inc., the firm recommended for award, is not certified as an E/SBE firm.

Reviewed & Approved by: 
Christopher Stewart
Procurement Manager

Approved by: 
Robert G. Overstreet II, Director
Department of Parks and Recreation

Recommendation Approved:


ROBERT P. THOMAS
City Manager

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ATTACHMENT 1

BID NO. B061187029 -- TREE PRUNING AND REMOVAL SERVICES

Bidder	Bid Total ⁽¹⁾	5% E/SBE Preference	Prompt Payment Discount	1% City Tax Preference	Evaluation Total
West Coast Arborists, Inc	\$310,705	None	<\$9,321>	None	\$301,384
Fallen Leaf Tree Service, Inc.	\$325,790	<\$16,289>	<\$9,774>	None	\$299,727 ⁽²⁾

Award of Contract To: West Coast Arborists, Inc.
2200 E. Via Burton Street
Anaheim, CA 92806

Total Amount of Award: \$330,000

Total Bid Amount: \$310,705

Using Department: Parks and Recreation, Urban Forest Services and Capital City Golf

Original Estimated Cost: \$400,000

Bid Due Date: November 9, 2005

Total No. of Bids Solicited

14

No. of E/SBE Bids Solicited

9

No. of E/SBE Responses

2

Award to E/SBE Vendor?

No

⁽¹⁾ Amounts shown are for bid evaluation purposes; the actual estimated cost for this contract is not expected to exceed \$330,000.

⁽²⁾ Fallen Leaf Tree Service, Inc., the lowest bidder, was unable to meet specifications of the bid.

RESOLUTION NO.

Adopted by the Sacramento City Council

**PURCHASE TREE PRUNING AND REMOVAL SERVICES
IN AN AMOUNT NOT TO EXCEED \$330,000**

BACKGROUND

- A. The City of Sacramento has over 165,000 street and park trees. City staff cannot keep up with the annual pruning and removal demands this number of trees requires. To efficiently manage the pruning and removal demands of the City of Sacramento's urban forest, the Department of Parks and Recreation issues a contract for tree pruning and removal services to augment the Urban Forest Division's management of the City's urban forest.
- B. These services will be used by the Urban Forest Services and Capital City Golf Divisions for annual and emergency tree trimming and removal of City trees as required. The Sacramento Urban Forest Management Plan, as approved by the City council in July 1994, provides the guidelines for managing this program.
- C. It is recommended that an award be made to West Coast Arborists, Inc., 2200 E. Via Burton Street, Anaheim, CA, 92806 , the lowest responsible bidder, in an amount not to exceed \$330,000 per contract year, which will allow for the pruning of approximately 825 additional trees annually for this potential 4-year contract.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

- Section 1. Specifications of Bid No. B061187029 for Tree Pruning and Removal Services are hereby adopted.
- Section 2. The Procurement Services Manager is hereby authorized to issue a Purchase Order for this purchase to West Coast Arborists, Inc., 2200 E. Via Burton Street, Anaheim, CA, 92806, in an amount not to exceed \$330,000 per contract year.