



Staff Report

TO: City Council
FROM: Doug Story, Community Services Director
DATE: May 7, 2024
SUBJECT: Award a Maintenance Services Agreement to West Coast Arborists for Annual City-wide Tree Trimming Services

Description To award a three-year contract for tree trimming services with two optional one-year extensions.

Background and Analysis:

Pursuant to Beaumont Municipal Code, Chapter 3.01.040, City staff published a Request for Proposals (RFP) for tree trimming and tree maintenance services on March 6, 2024. Seven (7) Bids were received and opened on April 5, 2024. Staff has reviewed all responses and recommends that the City Council award a Maintenance Services Agreement to West Coast Arborists.

The scope of work includes annual tree trimming, tree maintenance, and general arborist inspection and reporting services. A key component to the required scope of work was to ensure the capability to continue to implement GPS Tree Inventory Systems and Online Maintenance Access. Online maintenance is defined as Internet access to an Urban Forestry Management tool for GPS tree inventories that includes work order tracking, ability to send work requests including but not limited to tree conditions, pruning, planting, and removal, access to reports for tree inventory, value of the urban forest, recycling reports, live job balance, contractor equipment GPS location monitoring.

Additionally, the successful proposer must hold valid licensing from the California State Contractor's License (CSLB), have an Occupational Safety and Health Administration (OSHA) certification, and an International Society of Arboriculture (ISA) certified arborist on staff.

The following line items were included in the cost proposals:

- Routine annual tree trimming
- Palm tree trimming
- Tree pruning
- Crown raising/clearance pruning,
- Tree removal and stump grinding
- Root pruning
- Root barrier installation
- Tree planting
- Tree watering
- General labor rates
- Day rate service crew
- Specialty equipment day rate
- Emergency services
- General arborist services
- Plant health care services

Staff received seven (7) cost proposals from qualified contractors, including:

- Mariposa Tree Services
- Golden West Arbor Services
- Ramirez Tree Service
- United Pacific Services
- West Coast Arborists
- Integrity Arborist Ecoscape
- Tiger Tree Services

Baseline amounts from the seven (7) proposals ranged from \$60 per tree to \$120 per tree.

West Coast Arborists, Inc. (WCA) submitted a comprehensive bid that included one of the lower amounts per tree trimming and gave significant representation to the comprehensive number of services offered. Two key components were the GIS Inventory System and general arborist services provided. WCA also provides the ability to respond to emergency call outs and can mobilize emergency teams when needed citywide. WCA has previously provided these services and staff is confident in their ability to perform the services outlined in the scope of work.

Fiscal Impact:

Tree Trimming Services are included in the annual operating budget for Department 6050. The not-to-exceed amount includes the anticipated annual amount for the tree trimming services in each fiscal year budget.

On February 6, 2024, City Council approved a budget amendment for Fiscal Year 2024 for tree trimming services of \$175,000. Staff plans to budget \$515,000 on an annual basis for tree trimming services. The proposed contract is a not-to-exceed amount of \$1,720,000.00 over the course of a 3-year time frame.

FY 2024	Budget Adjustment Approved on Feb 6, 2024	\$ 175,000.00
FY 2025	Tree Trimming Budget Allocation	\$ 515,000.00
FY 2026	Tree Trimming Budget Allocation (anticipated)	\$ 515,000.00
FY 2027	Tree Trimming Budget Allocation (anticipated)	\$ 515,000.00

The cost to prepare this staff report is \$480.

Recommended Action:

Authorize the Mayor to execute the Maintenance Services Agreement with West Coast Arborist for Annual City-wide Tree Trimming in an amount not to exceed \$1,720,000.00.

Attachments:

- A. West Coast Arborist Bid
- B. Maintenance Services Agreement
- C. Proposal
- D. Levine Act Statement