



Cost Proposal Tree Trimming and Tree Maintenance Services

The Cost Proposal Form shall be submitted with the proposal in a separate and sealed envelope. Contractor shall include a schedule of current hourly rates for all applicable personnel and State of California Craft and Prevailing Wage Determination.

ROUTINE ANNUAL TREE TRIMMING SERVICES

<i>Routine Annual Tree Trimming</i>	\$ <u>89.00</u>	per tree
<i>Palm Tree Trimming - Any size</i>	\$ <u>89.00</u>	per tree

SERVICE REQUESTS

Tree Pruning

<i>0" to 6"</i>	\$ <u>89.00</u>	per tree
<i>7" to 12"</i>	\$ <u>115.00</u>	per tree
<i>13" to 18"</i>	\$ <u>170.00</u>	per tree
<i>19" to 24"</i>	\$ <u>235.00</u>	per tree
<i>25" to 30"</i>	\$ <u>300.00</u>	per tree
<i>31" and Over</i>	\$ <u>400.00</u>	per tree

Crown Raising/Clearance Pruning

<i>0" to 6"</i>	\$ <u>45.00</u>	per tree
<i>7" to 12"</i>	\$ <u>45.00</u>	per tree
<i>13" to 18"</i>	\$ <u>60.00</u>	per tree
<i>19" to 24"</i>	\$ <u>60.00</u>	per tree
<i>25" to 30"</i>	\$ <u>75.00</u>	per tree
<i>31" and Over</i>	\$ <u>75.00</u>	per tree

Tree Removal and Stump Grinding

Tree Removal

<i>0" to 6"</i>	\$ <u>39.00</u>	per inch DBH
<i>7" to 12"</i>	\$ <u>49.00</u>	per inch DBH
<i>13" to 18"</i>	\$ <u>49.00</u>	per inch DBH
<i>19" to 24"</i>	\$ <u>59.00</u>	per inch DBH
<i>25" to 30"</i>	\$ <u>59.00</u>	per inch DBH

City of Beaumont Request for Proposal



**Tree Trimming and
Maintenance Services**

<i>31" and Over</i>	\$ <u>59.00</u> per inch DBH
<i>Stump Grinding</i>	\$ <u>19.00</u> per inch DBH at grade
<u>Root Pruning</u>	\$ <u>29.00</u> per LF
<u>Root Barrier Installation</u>	\$ <u>29.00</u> per LF
<u>Tree Planting</u> <i>(includes tree, materials, stakes, and planting costs)</i>	
<i>15 gallons</i>	\$ <u>225.00</u> per tree
<i>24" box</i>	\$ <u>425.00</u> per tree
<i>36" box</i>	\$ <u>1,150.00</u> per tree
<i>48" box</i>	\$ <u>2,450.00</u> per tree
<i>60" box</i>	\$ <u>6,100.00</u> per tree
<u>Tree Watering</u> <i>(young trees, water truck/operator per hour)</i>	
	\$ <u>105.00</u> per hour
<u>General Labor Rates</u>	
<i>1 Ground-person</i>	\$ <u>105.00</u> per hour
<i>1 Equipment Operator</i>	\$ <u>105.00</u> per hour
<i>1 Trimmer</i>	\$ <u>105.00</u> per hour
<u>Day Rate Service Crew</u> <i>(Boom truck to include a chip body, Low decibel chipper, 1 trimmer, 2 ground persons)</i>	
	\$ <u>2,520.00</u> per 8-hour day
<u>Specialty Equipment Day Rate</u>	\$ <u>1,680.00</u> per 8-hour day
<u>Emergency Services</u> <i>(Fully equipped 3-person crew called in for emergency service)</i>	
<i>During normal business hours</i>	\$ <u>360.00</u> per hour
<i>After hours, weekends, holidays</i>	\$ <u>450.00</u> per hour
<u>General Arborist Services</u>	\$ <u>180.00</u> per hour
<u>Plant Health Care Services</u>	\$ <u>180.00</u> per hour



SUBMISSION CERTIFICATION

I hereby submit to the City of Beaumont the following bid proposal for work outlined in the Request for Proposal entitled **"TREE TRIMMING & TREE MAINTENANCE SERVICES."**

By my initials below, I certify that the following documents are completed, fully executed, and included in my proposal as required in the RFP document.

- mm Proposer Identification/Signature Authorization
- mm References
- mm List of Subcontractors
- mm Non-Collusion Affidavit
- mm Dept. of Industrial Relations (DIR) SB 854 Certification
- mm Questionnaire

Contractor shall complete the Cost Proposal Form and it shall be submitted with the proposal in a **separate sealed envelope**. Contract shall include a schedule of current hourly rates for all applicable personnel and State of California Craft and Prevailing Wage Determination.

mm Cost Proposal Form (under separate sealed envelope)

My signature on this Submittal Certification is affirmation that all items listed above are fully completed and executed and are hereby submitted with the proposal as required. I understand that failure to complete and/or submit any of the required documents may be cause for rejection of my proposal.

Business Name West Coast Arborists, Inc.

Authorized Signature

Print Name Patrick Mahoney Title President

Date 04/03/24 Contact Phone Number 714-991-1900



PROPOSER IDENTIFICATION

1. Legal Name of Proposer: West Coast Arborists, Inc.
2. Street Address: 43712 Jackson Street
City/State/Zip: Indio, CA 92201
3. Mailing Address (if different): 2200 E. Via Burton
City/State/Zip: Anaheim, CA 92806
4. Business Phone: 714-991-1900 Email: vgonzalez@wcainc.com
5. Contractor's State License No. 366764 Classification(s): C27, C61/D49, C49
6. Dept. of Industrial Relations (DIR) Registration No. 1000000956
7. Proposer's Project Manager: Isaac Garza, Area Manager

SIGNATURE AUTHORIZATION

I hereby certify that I have the authority to offer this proposal/bid to the City of Beaumont for the above listed individual or company. I certify that I have the authority to bind myself/this company in a contract should I be successful in my proposal/bid.



Signature of Authority

04/03/24

Date

Patrick Mahoney

Print Name

President

Title/Position



REFERENCES

Contractor should have at least three (3) similar and separate California municipal tree maintenance contracts which have been successfully completed within the last five (5) years. Each project shall be of comparable size and scope to this project (descriptions of these projects and contact persons must be provided with bid submission).

1. Name of Agency: City of Indio
Mailing Address: 100 Civic Center Mall, Indio, CA 92201
Contact Person: Jose Vasquez Contact Phone: 760-218-0947
Email Address: jvasquez@indio.org
Term of Contract: 2006 - Current Contract Amount: \$ 645,000

2. Name of Agency: City of Coachella
Mailing Address: 53462 Enterprise Way, Coachella, CA 92236
Contact Person: Maritza Martinez Contact Phone: 760-501-8111
Email Address: mmartinez@coachella.org
Term of Contract: 2012 - Current Contract Amount: \$ 600,000

3. Name of Agency: City of Palm Desert
Mailing Address: 73-510 Fred Waring Dr., Palm Desert, CA 92260
Contact Person: Randy Chavez Contact Phone: 760-346-0611
Email Address: rchavez@cityofpalmdesert.org
Term of Contract: 2011 - Current Contract Amount: \$ 1,300,000

4. Name of Agency: City of Palm Springs
Mailing Address: 425 N. Civic Center Dr., Palm Springs, CA 92262
Contact Person: Kenneth Kershaw Contact Phone: 760-323-8283
Email Address: kenneth.kershaw@palmspringsca.gov
Term of Contract: 2018 - Current Contract Amount: \$ 800,000



LIST OF SUBCONTRACTORS

The proposer is required to furnish the following information in accordance with the provisions of Section 4100 to 4113, inclusive, of the Public Contract Code of the State of California.

Legal Name of Subcontractor: No Subcontractors to be used.
Mailing Address: _____
Contact Person: _____ Contact Phone: _____
Email Address: _____
License No. _____ DIR Registration No. _____ Percent of Contract: _____%
Specific Description of Subcontract: _____

Legal Name of Subcontractor: _____
Mailing Address: _____
Contact Person: _____ Contact Phone: _____
Email Address: _____
License No. _____ DIR Registration No. _____ Percent of Contract: _____%
Specific Description of Subcontract: _____

Legal Name of Subcontractor: _____
Mailing Address: _____
Contact Person: _____ Contact Phone: _____
Email Address: _____
License No. _____ DIR Registration No. _____ Percent of Contract: _____%
Specific Description of Subcontract: _____

Legal Name of Subcontractor: _____
Mailing Address: _____
Contact Person: _____ Contact Phone: _____
Email Address: _____
License No. _____ DIR Registration No. _____ Percent of Contract: _____%
Specific Description of Subcontract: _____

If Subcontractors will not be used for this contract, please initial here: 



NON-COLLUSION AFFIDAVIT
(Per California Public Contract Code Section 7106)

**TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID**

State of California }
County of Orange } ss.

Patrick Mahoney, being first duly sworn, deposes and says
that he or she is President (title) of
West Coast Arborists, Inc., (legal name of proposing contractor)

the party making the foregoing bid and that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

04/02/24



Patrick Mahoney, President

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Orange)

On April 2, 2024 before me, Amelia Menzel, Notary Public,
Date Here Insert Name and Title of the Officer

personally appeared Patrick Mahoney
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal



Signature *Amelia Menzel*
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____
Document Date: _____ Number of Pages: _____
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Patrick Mahoney
 Corporate Officer — Title(s): President
 Partner — Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____

Signer's Name: _____
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____



DEPT OF INDUSTRIAL RELATIONS NOTICE
(SENATE BILL 854)

Senate Bill 854 was signed into law on June 20, 2014 and established a new public works contractor registration program which collects fees to fund compliance monitoring and enforcement, determines prevailing wage and public works coverage, and hears enforcement appeals.

All contractors and subcontractors intending to bid or perform work on public works projects are required to register, and annually renew, online for the program. This is a Department of Industrial Relations (DIR) fee paid directly to the State of California. As of March 2024, the annual registration fee for public works contractors is \$400.00.

Contractors on small projects are exempt from public works registration and electronic certified payroll reporting requirements.

Small Project Exemption:

Contractors who work exclusively on small public work projects are not required to register as a public works contractor or file electronic certified payroll reports for those projects. However, contractors are still required to maintain certified payroll records on a continuous basis and provide them to the Labor Commissioner’s Office upon request.

The small project exemption applies to public works projects that do not exceed:

- \$25,000 new construction, alteration, installation, demolition or repair
- \$15,000 for maintenance

The City is required to fill out a form alerting the DIR of the services you are providing to within five (5) days after Notice of Award. Detailed information is needed to complete this form; therefore, you will be required to provide certain information needed to complete the DIR form.

Proposer’s DIR No. 1000000956 Federal ID No. 95-3250682

Proposer is not registered with the DIR, but agrees to immediately register if awarded the contract _____ (initials)



QUESTIONNAIRE

In accordance with Government Code Section 14310.5, the Proposer shall complete, under penalty of perjury, the following:

NOTE: This questionnaire constitutes a part of the Proposal and signature on the signature authority portion of this Proposal shall constitute signature of this questionnaire.

1. Has the Proposer, any officer of the Proposer, or any employee of the Proposer who has a proprietary interest in the Proposer, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a Federal, State, or local government project because of a violation of law or a safety regulation?

Yes _____ No X _____

If answered "Yes," please explain in detail the circumstances surrounding the event:

N/A



Setting the Gold Standard
by partnering with over 300 communities

City of Beaumont
**RFP – Tree Trimming and
Tree Maintenance Services**



GROWING:
Greenspace
Communities
Environment

ROOTED IN:
Safety
Experience
Technology



West Coast Arborists, Inc.
WCAINC.COM • (800) 521-3714
LIC #366764 • DIR #1000000956

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Tree Care Professionals Serving Communities Who Care About Trees

www.WCAINC.com

April 2, 2024

City of Beaumont
Attn: Doug Story, Director of Community Services
550 E. 6th Street
Beaumont, CA 92223

RE: RFP - Tree Trimming and Tree Maintenance Services
Due: Friday, April 5, 2024 at 11:00AM

To whom it may concern;

Thank you for allowing West Coast Arborists, Inc. (WCA) the opportunity to submit a proposal for tree maintenance services for the City of Beaumont. WCA is a family-owned and operated company employing over 1,200 full-time employees providing various tasks to achieve one goal: serving communities who care about trees. We have reviewed, understand, and agree to the terms and conditions described in this RFP. We also hereby acknowledge that we meet the minimum requirements and responded to each of these requirements to the best of our ability.

WCA's corporate values include listening to customers and employees to help improve services offered. By establishing clear goals and expectations for the organization, supporting its diverse teams, and exchanging frequent feedback from customers and employees, we are able to provide 'gold standard' tree care services. WCA's top management team has created a culture where employees become accountable for actions and results. Our Tree Care Industry Association (TCIA) company-wide accreditation is evidence of the commitment WCA has to our safety and training programs, customer satisfaction and our capacity to maintain industry standards.

WCA has a 51-year track record of working for more than 350 California and Arizona municipalities as well as other various agencies. Our company has been in business since 1972 and is licensed by the California State Contractors License Board under license #366764. We have held this license in good standing since 1978. The license specializes in Class C61 (Tree Service), Class C27 (Landscaping), Class C49 (Tree and Palm), and Class C31 (Traffic Control). We currently employ over 95 Certified Arborists and over 155 Certified Tree workers, as recognized by the International Society of Arboriculture. WCA is also registered with the Department of Industrial Relations (DIR) for Public Works projects, our registration number is 1000000956. All work will be performed in-house; no subcontractors will be used.

Our employees will operate from our Indio Office located at 43712 Jackson St, Indio, CA 92201. For questions related to this proposal and who has the authority to negotiate/present please contact Victor Gonzalez, V.P. Business Development, at (714) 991-1900 or at vgonzalez@wcainc.com. Isaac Garza, Area Manager, will be assigned to this project should WCA be awarded a contract. He can be reached at (714) 396-9544 or igarza@wcainc.com.

Sincerely,

Patrick Mahoney, President

West Coast Arborists, Inc.

2200 E. Via Burton Street • Anaheim, CA 92806 • 714.991.1900 • 800.521.3714 • Fax 714.956.3745



COMPANY INFORMATION

President: Patrick Mahoney
Organization Type: Corporation
Established: 1972
Federal Tax ID: 95-3250682
DIR Registration: 1000000956
Members of Laborers' Union: LiUNA!
SAM Entity ID: CFJMVMJ9NSD1
Website: wcainc.com

CORPORATE OFFICE

2200 E. Via Burton St.
Anaheim, CA 92806

REGIONAL OFFICES

- Escondido, CA
- Fresno, CA
- Indio, CA**
- Ontario, CA
- Phoenix, AZ
- Riverside, CA
- Sacramento, CA
- San Diego, CA
- San Jose, CA
- San Francisco, CA
- Santa Clarita, CA
- Stockton, CA
- Ventura, CA

CONTRACT ADMINISTRATION

Victor Gonzalez, Vice President
Corporate Office
Phone (714) 991-1900
Fax (714) 956-3745
Email: vgonzalez@wcainc.com

FIELD MANAGEMENT

Isaac Garza, Area Manager
2200 E. Via Burton
Anaheim, CA 92806
Phone (714) 991-1900
Fax (714) 956-3745
Email: igarza@wcainc.com

EMERGENCY RESPONSE 24/7
1-800-LIMB-DOWN

COMPANY QUALIFICATIONS

Company Introduction

WEST COAST ARBORISTS, INC. (WCA)

is a family-owned and operated union company employing over 1,200 full-time employees providing tree maintenance and management services. We are proudly serving over 350 municipalities and public agencies. We provide superior and safe tree care operations seven days a week, 24 hours a day throughout California and Arizona.

OUR VISION

As a corporate citizen, WCA's responsibility and accountability are to the communities where we do business. We hold ourselves to the highest standards of ethical conduct and environmental responsibility, communicating openly with our customers and the communities in which we work. It is our goal and vision to lead the industry in state-of-the-art urban tree care and management services.

100% CUSTOMER SATISFACTION

Customer satisfaction is our top priority. We guarantee your complete satisfaction with every facet of our services. Our dedication to customer service has earned WCA a reputation unrivaled in the industry for dependability, integrity, quality and courtesy. We authorize our employees to do whatever is necessary to achieve the highest quality results. We know that high quality work saves our customer's valuable time and is far more cost effective if we do our work properly the first time. We are committed to courteous and prompt customer service to fully resolve any issue.

 <p>95+ ISA Certified Arborists</p>	 <p>50 Years Experience (Similar Size & Scope)</p>	 <p>1,200+ Qualified Employees</p>
 <p>Accredited by TCIA</p>	 <p>Local Office & Yard (Indio)</p>	 <p>1600+ Pieces of Equipment (Owned)</p>





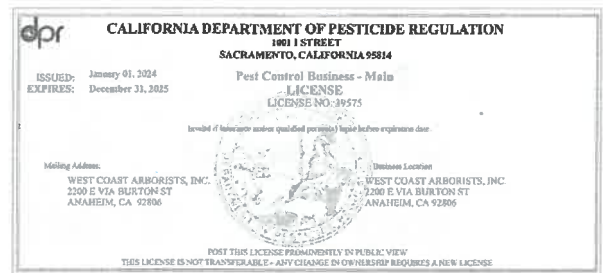
Corporate Capabilities

West Coast Arborists, Inc., is committed to successfully completing each project in accordance with the specifications, budget, schedule and with the highest quality of service. Our customers' satisfaction is a direct result of our means to carry out each project. Listed below are some of our corporate capabilities, which not only provide a sense of comfort and confidence to our customers, but also assure them of our continuous ability to carry out the duties of managing their urban forest.

- In business continuously and actively since 1972
- Contractor's License C61/D49, C49, C27, C31, C21, A & B
- Over \$8,500,000 line of credit available
- Annual financial audits available upon request
- Bonded by ARCH, an A+ rated company
- 1,200+ employees
- 350+ contracts with public agencies
- 95+ Certified Arborists
- 155+ Certified Tree Workers
- Drug-free workplace
- 14,000 sq. ft. company-owned Headquarters (Anaheim)
- Department of Agriculture Nursery license
- Avg. 712,000 trees **pruned** annually over past 3 years
- Avg. 46,000 trees **removed** annually over past 3 years
- Avg. 20,000 trees **planted** annually over past 3 years
- Avg. 250,000 trees **inventoried** annually over past 3 years
- Fully insured with insurance up to \$25 million
- Federal Tax ID #95-3250682, current on all taxes and filings with state and federal government
- Sales volume over \$190 million annually
- Fleet of approximately 1,600 pieces of equipment

Active Memberships:

- Tree Care Industry Association (TCIA)
- International Society of Arboriculture (ISA)
- League of California Cities (LCC)
- California Parks & Recreation Society (CPRS)
- Association of California Cities | -Orange County (ACCOC)
- Maintenance Superintendents Association (MSA)
- California Landscape Contractors Association (CLCA)
- Street Tree Seminar (STS)
- California Urban Forest Council (CaUFC)
- American Public Works Association (APWA)





**CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE**



License Number **366764** Entity **CORP**

Business Name **WEST COAST ARBORISTS INC**

Classification(s) **C61/D49 C27 A C21 B C31 C49**

Expiration Date **12/31/24**



www.cslb.ca.gov

State of California
Department of Industrial Relations

Contractor Information		Registration History	
Legal Entity Name	WEST COAST ARBORISTS, INC.	Effective Date	05/29/18
Legal Entity Type	Corporation	Expiration Date	06/30/19
Status	Active		06/30/18
Registration Number	100000950		06/30/17
Registration effective date	07/01/22		06/30/16
Registration expiration date	06/30/24		06/30/15
Mail/Log Address	2200 E. VIA BURTON ANAHEIM 92806 CA United States of America		06/30/14
Physical Address	2200 E. VIA BURTON ANAHEIM 92806 CA United States of America		06/30/13
Email Address	vgonzalez@wcainc.com		06/30/12
Trade Name/DBA			06/30/11
License Number(s)	CSLB 366764		06/30/10
	CSI 8366764		06/30/09



COMPANY PERSONNEL

Introduction

West Coast Arborist's (WCA) is a company comprised of a management team and a safety committee. Staff members have diverse educational backgrounds including accounting, business administration, engineering, and forestry.



Staff members have diverse educational backgrounds including accounting, business administration, engineering, and forestry.

Work Force

WCA actively maintains ongoing processes to assure that only qualified and competent staff provides safe and quality tree maintenance services. These skilled employees can only be achieved through both training and work experience. We believe that essential experience should always be obtained through qualified supervision; this includes both basic and extended skills. WCA makes every attempt to ensure that this is undertaken before performing work, leading a crew, or career advancement. The work performed on this contract is routine, recurring and usual. The work includes watering, trimming, pruning, planting, removal and replacement of trees and plants, and servicing of irrigation. **The rates included in the Cost Proposal are based on the current prevailing wage determination for "Tree Maintenance (Laborer)."**

Certification

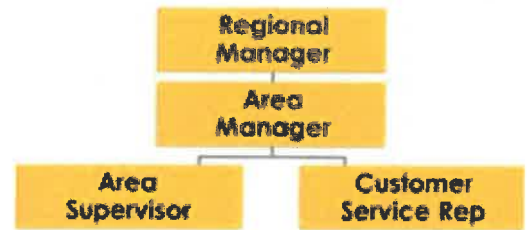
WCA encourages its employees to get certified through the International Society of Arboriculture, in an effort to raise the standard of professional tree care companies. This standard exemplifies our company's commitment to providing customers with competent, knowledgeable certified workers. WCA employs a large number of ISA Certified Arborists and ISA Certified Tree Workers.

Crew Evaluation

WCA employees are evaluated through an internal mechanism supervised by our Management Team. Each employee performs their duties according to a criteria-based job description that reflects safety, quality workmanship, productivity, appropriateness of care, problem solving and customer service. A performance appraisal is conducted for each employee upon completion of the probationary period and at least annually thereafter. Each worker is also required to complete a competency assessment and orientation upon hire and annually thereafter in selected areas to assure that ongoing requirements are met and opportunities for improvement are identified.

Meet the Team: Project Team

Project Team Structure



MIKE PALAT

Regional Manager/V.P.

Mr. Palat has been with WCA since 2003. He brought several years' experience in both utility and urban forestry working with ArcView and GPS as well as field experience. As a Regional Manager, he is responsible for field operations and oversees Area Managers in Southern California & Arizona. Mr. Palat has over 20 years in the tree care industry and is the current Chairman of the San Diego Regional Urban Forests Council. As an ISA Board Certified Master Arborist, Mike has extensive knowledge and experience in the science, practice, and management of the urban forest as it relates to the arboriculture industry. This credential includes completing continued education units (CEUs) each year.

- ISA Board Certified Master Arborist #WE-6541BUM
- B.S. Parks & Recreation Management, minor in Environmental Science
- ISA Tree Risk Assessment Qualified
- TCIA Certified Treecare Safety Professional (CTSP) #302
- Certified Wildlife Protector #575



ISAAC GARZA

Area Manager

Isaac has over 15 years' experience in the arboriculture industry. He started in the municipal sector and joined WCA in 2019 to manage our Desert Cities region. As an Area Manager Isaac manages crews in the field. Ensures company work and safety policies are being followed. Provides guidance to Supervisors in completing safety and crew evaluations. Maintains contact and communications with City Inspectors or assigned representatives to schedule and plan work. Accounts for all crew paperwork and assists in any billing concerns or issues.

- ISA Certified Arborist #WE-8689a
- ISA Tree Risk Assessment Qualified
- TCIA Certified Treecare Safety Professional (CTSP) #3312
- TCIA Electrical Hazard Awareness Program



GABRIEL RUIZ

Project Supervisor

As Site Supervisor, Gabriel is a full-time employee and speaks fluent English. Gabriel started his career with WCA in 2012 and has a broad knowledge of arboriculture and tree maintenance for municipalities. He is responsible for reviewing the day's activities, assisting the Area Manager in scheduling, and ensuring proper safety procedures are being followed. As Supervisor, he will communicate with City officials and other interested parties on a daily basis. Report and resolve malfunctions, damage, or industrial injury. He also assists in employee training programs, maintaining records, and filing daily reports and receipts.

- ISA Certified Tree Worker Climber #WE-11568T
- WCA Qualified Arborist



Meet the Team: Support Staff



ANDREW PINEDA

GIS Manager

Andrew Pineda has been with WCA since 2018. As WCA's GIS Manager, he works on a wide range of projects including tree inventories scope and collection, iTree analysis, tree canopy assessments, tree planting prioritization, ArborAccess training, grant funded tree planting projects, and much more. He has worked with tree inventories of all sizes from small campus inventories with less than 5,000 trees to large California cities with over 140,000 trees. He has in-depth knowledge and understanding of tree inventories, urban forestry best practices, and spatial data and works closely with office and field personnel to ensure tree inventories, reports, and analysis exceed customer expectations.

- ISA Certified Arborist #WE-12738A
- FAA UAS Part 107 Remote Pilot
- M.S. Geographic Information Science (GIS), CSU Long Beach
- B.A. Environmental Science, Boston University



TIM CROTHERS

Plant Health Care Manager

Mr. Crothers has over 20 years of experience working in the horticulture industry. He started working at WCA in 2012 as a supervisor. He was quickly promoted to Area Manager, a role that required him to produce reports as a Certified Arborist as well as train staff and clients in proper tree care, inventory management, landscape design and plant identification. In his role as Plant Health Care Manager, Mr. Crothers supervises arborist services staff and plant health care operations throughout California and Arizona. He oversees the creation of Urban Forestry Master Plans (UFMPs) and is a Registered Consulting Arborist by the American Society of Consulting Arborists.

- ISA Board Certified Master Arborist #WE-7655BUM
- B.S. Environmental Horticultural Science
- ASCA Registered Consulting Arborist #721
- CA Dept. Pesticide Regulation QAL #145321 B, D
- ISA Tree Risk Assessment
- Qualified & TLC Wildlife Aware



ESTELA GARCIA

Customer Service Rep. (CSR)

As the CSR (Customer Service Representative), Estela is responsible for providing support to the Area Manager, Site Supervisors, and field crews. She will act as a liaison between WCA and its clients as well as the general public. Estela is responsible for responding to customer service inquiries and facilitating contracting functions, such as: generating work orders, mapping, underground service alert, data entry, quality control, list preparation, billing inquiries, and public relations.



Executive Staff

From marketing, contract administration, field and fleet management, to information technology, our Executive Staff is involved in the day-to-day operations supporting each Project Team and customer to ensure the highest quality of tree care is being achieved in the industry.



Patrick Mahoney
President



Richard Mahoney
Secretary



Rose Epperson
Treasurer



Andrew Trotter
V.P. – Field Operations



Chris Crippen
V.P. – I.T.



Victor Gonzalez
V.P. – Business
Development



Debbie DePasquale
V.P. – Internal Operations



Ernesto Macias
V.P. – Risk Management



Nick Alago
V.P. – SoCal Region



Michael Palat
V.P. – SoCal Region



Jason Pinegar
V.P. – NorCal Region



1,200+
Employees



WCA has forged a successful partnership with the Laborer's International Union of North America.

HIGHER STANDARDS + EXEMPLARY TRAINING = SUPERIOR EMPLOYEES



13 offices with prestigious
Tree Care Industry Association
(TCIA) accreditation



165



101



8

ISA CERTIFIED

ISA Board Certified Master Arborists

Michael Palat	#WE-6541 BUM
Kelley Gilleran	#WE-7061 B
Tim Crothers	#WE-7655 BUM
Joseph Bartolo	#WE-2034 BU
Eugene Bordson	#WE-10777 BT
Rebecca Mejia	#WE-2355 B
Jeffrey Crain	#WE-6658 B
Stuart Hupp	#WE-11395 B

55
ISA Tree Risk Assessment Qualified

151
WCA Certified Utility Line Clearance Workers

20
ISA Certified Utility Specialists

57
TCIA Certified Treecare Safety Professionals

10
ISA Municipal Specialists

1
Nursery in Placentia & Dedicated Manager

8
Information Technology Specialists

75
Fleet Mechanics

11
NCCCO Certified Crane Operators



American Society of Arboriculture Registered Consulting Arborists

3 ASCA Consulting Arborists

- Tim Crothers RCA #721
- Kelley Gilleran RCA #668
- Leo Tuchman RCA #771

Wildlife Protection

WCA's VP of Field Operations is a key contributor in identifying and developing the first ever Best Management Practices guidelines for *Tree Care for Birds and Other Wildlife*.



BMP Training



Wildlife Aware Trained/Certified by WT!



On-Staff Biologist

Unique Capabilities



Plant Health Care

WCA has developed an exemplary Plant Health Care Program that goes beyond standard chemical applications. We maintain **in-house** State Certified qualified pest applicators.



California Department of Pesticide Regulation (DPR)

WCA has **1 Advisor (PCA)** and **10 Applicators (QAL)** on staff.

CLIENT REFERENCES

West Coast Arborists understands the challenge that many cities face to reduce the cost of tree maintenance services, while increasing the level of performance. Utilizing our services as a valuable, cost-effective resource, cities are able to provide better services to their community. These contracts cover a range of services from providing emergency response to maintaining the Agency's entire urban forest.

CITY OF INDIO

SINCE 2006



WCA currently maintains the City's landscape maintenance districts consisting of over 10,000 street trees. These trees are maintained on an annual 3-5 year maintenance cycle. All palm tree species are trimmed annually and removals are based on an as needed basis. WCA is a supporter and participant in the City's annual Arbor Day celebration.

Contact: Jose Vasquez, Parks & Facilities Manager

100 Civic Center Mall, Indio, CA 92201 ~ (760) 218-0947 ~ jvasquez@indio.org

ANNUAL BUDGET: \$645,000

CITY OF COACHELLA

SINCE 2012



WCA has partnered with the City of Coachella to provide tree trimming and maintenance services citywide and in the landscape maintenance districts. The palm trees throughout the coachella valley requires specific maintenance including sterilized equipment and special care when handling the various palm types. In addition to providing tree planting and removal services, WCA recently partnered with the City for the AMPLifying the Urban Forest project which included planting trees from a CalFire grant that the City received.

Contact: Maritza Martinez, Public Works Director

53462 Enterprise Way, Coachella, CA 92236 ~ (760) 501-8111 ~ mmartinez@coachella.org

ANNUAL BUDGET: \$600,000

CITY OF PALM DESERT

SINCE 2011



WCA provides arboricultural services for the City of Palm Desert which includes palm pruning during May through July and hardwood tree pruning for the City and Housing Authority trees during the spring and/or fall season. WCA also provides tree pruning at the Desert Willow Golf Course.

Contact: Randy Chavez, Landscape Supervisor – Public Works

73-510 Fred Waring Dr., Palm Desert, CA 92260 ~ (760) 346-0611 ~

rchavez@cityofpalmdesert.org

ANNUAL BUDGET: \$1,300,000

CITY OF PALM SPRINGS

SINCE 2018



WCA provides citywide tree maintenance services for the City of Palm Springs including tree pruning, removal, palm pruning, tree watering, tree replacement and emergency response services as-needed.

Contact: Kenneth Kershaw, Parks Maintenance Supervisor

425 N. Civic Center Dr., Palm Springs, CA 92262 ~ (760) 323-8283 ~

kenneth.kershaw@palmsspringsca.gov

ANNUAL BUDGET: \$800,000

EXPERIENCE: CURRENT CALIFORNIA CITIES/COUNTIES UNDER CONTRACT WITH WCA

CITY OF AGOURA HILLS	CITY OF FOLSOM	CITY OF MONTEBELLO	CITY OF SANTA CLARA
CITY OF ALAMEDA	CITY OF FONTANA	CITY OF MONTEREY	CITY OF SANTA CLARITA
CITY OF ALHAMBRA	CITY OF FREMONT	CITY OF MONTEREY PARK	CITY OF SANTA FE SPRINGS
CITY OF ANAHEIM	CITY OF FRESNO	CITY OF MOORPARK	CITY OF SANTA MARIA
CITY OF ARCADIA	CITY OF FULLERTON	CITY OF MORENO VALLEY	CITY OF SANTEE
CITY OF ARTESIA	CITY OF GARDEN GROVE	CITY OF MORGAN HILL	CITY OF SIERRA MADRE
CITY OF AZUSA	CITY OF GILROY	CITY OF MOUNTAIN VIEW	CITY OF SIGNAL HILL
CITY OF BALDWIN PARK	CITY OF GLENDALE	CITY OF MURRIETA	CITY OF SOLANA BEACH
CITY OF BEAUMONT	CITY OF GLENDORA	CITY OF NATIONAL CITY	CITY OF SOUTH PASADENA
CITY OF BELL	CITY OF GOLETA	CITY OF NEWARK	CITY OF SOUTH SF
CITY OF BELL GARDENS	CITY OF GRAND TERRACE	CITY OF NEWPORT BEACH	CITY OF STOCKTON
CITY OF BELLFLOWER	CITY OF HALF MOON BAY	CITY OF NORCO	CITY OF SUNNYVALE
CITY OF BERKELEY	CITY OF HAWAIIAN GARDENS	CITY OF NORWALK	CITY OF TEMPLE CITY
CITY OF BEVERLY HILLS	CITY OF HIGHLAND	CITY OF OAKLEY	CITY OF THOUSAND OAKS
CITY OF BRADBURY	CITY OF HOLLISTER	CITY OF OCEANSIDE	CITY OF TORRANCE
CITY OF BRAWLEY	CITY OF HUNTINGTON BEACH	CITY OF ONTARIO	CITY OF TRACY
CITY OF BREA	CITY OF IMPERIAL BEACH	CITY OF ORANGE	CITY OF TULARE
CITY OF BUENA PARK	CITY OF INDIO	CITY OF OXNARD	CITY OF TUSTIN
CITY OF BURLINGAME	CITY OF INDUSTRY	CITY OF PALM DESERT	CITY OF UPLAND
CITY OF CAMARILLO	CITY OF INGLEWOOD	CITY OF PALM SPRINGS	CITY OF VENTURA
CITY OF CARLSBAD	CITY OF IRWINDALE	CITY OF PALO ALTO	CITY OF VERNON
CITY OF CARMEL-BY-THE-SEA	CITY OF JURUPA VALLEY	CITY OF PARAMOUNT	CITY OF VICTORVILLE
CITY OF CARPINTERIA	CITY OF LA CANADA	CITY OF PERRIS	CITY OF VISALIA
CITY OF CARSON	CITY OF LA HABRA	CITY OF PICO RIVERA	CITY OF VISTA
CITY OF CERES	CITY OF LA MESA	CITY OF PLACENTIA	CITY OF WALNUT
CITY OF CHINO	CITY OF LA MIRADA	CITY OF PLEASANTON	CITY OF WALNUT CREEK
CITY OF CHINO HILLS	CITY OF LA PALMA	CITY OF POMONA	CITY OF WEST COVINA
CITY OF CHOWCHILLA	CITY OF LA PUENTE	CITY OF POWAY	CITY OF WEST HOLLYWOOD
CITY OF CHULA VISTA	CITY OF LA VERNE	CITY OF RANCHO CORDOVA	CITY OF WEST SACRAMENTO
CITY OF CITRUS HEIGHTS	CITY OF LAGUNA BEACH	CITY OF RANCHO CUCAMONGA	CITY OF WHITTIER
CITY OF CLAREMONT	CITY OF LAGUNA HILLS	CITY OF RPV	CITY OF WOODLAND
CITY OF COACHELLA	CITY OF LAKE ELSINORE	CITY OF REDLANDS	CITY OF YORBA LINDA
CITY OF COLTON	CITY OF LAKE FOREST	CITY OF REDONDO BEACH	COUNTY OF ALAMEDA
CITY OF COMMERCE	CITY OF LAKEWOOD	CITY OF RIALTO	COUNTY OF COLUSA
CITY OF CONCORD	CITY OF LATHROP	CITY OF RIVERSIDE	COUNTY OF CONTRA COSTA
CITY OF CORONA	CITY OF LEMON GROVE	CITY OF ROSEMead	COUNTY OF EL DORADO
CITY OF CORONADO	CITY OF LINCOLN	CITY OF ROSEVILLE	COUNTY OF FRESNO
CITY OF COSTA MESA	CITY OF LIVERMORE	CITY OF SACRAMENTO	COUNTY OF LOS ANGELES
CITY OF COVINA	CITY OF LODI	CITY OF SAN BERNARDINO	COUNTY OF MONTEREY
CITY OF CUDAHY	CITY OF LOMA LINDA	CITY OF SAN BRUNO	COUNTY OF NAPA
CITY OF CULVER CITY	CITY OF LOMPOC	CITY OF SAN CARLOS	COUNTY OF ORANGE
CITY OF CUPERTINO	CITY OF LONG BEACH	CITY OF SAN CLEMENTE	COUNTY OF PLACER
CITY OF DANA POINT	CITY OF LOS ALAMITOS	CITY OF SAN DIEGO	COUNTY OF RIVERSIDE
CITY OF DAVIS	CITY OF LOS ALTOS	CITY OF SAN DIMAS	COUNTY OF SAN BERNARDINO
CITY OF DEL MAR	CITY OF LOS ANGELES	CITY OF SAN FERNANDO	COUNTY OF SAN DIEGO
CITY OF DIAMOND BAR	CITY OF MADERA	CITY OF SAN JACINTO	COUNTY OF SAN JOAQUIN
CITY OF DUARTE	CITY OF MANHATTAN BEACH	CITY OF SAN JUAN CAP	COUNTY OF SAN MATEO
CITY OF EL CAJON	CITY OF MENIFEE	CITY OF SAN LEANDRO	COUNTY OF TULARE
CITY OF EL CENTRO	CITY OF MENLO PARK	CITY OF SAN MARCOS	COUNTY OF VENTURA
CITY OF EL SEGUNDO	CITY OF MILPITAS	CITY OF SAN RAMON	COUNTY OF YOLO
CITY OF ENCINITAS	CITY OF MISSION VIEJO	CITY OF SANTA ANA	MOUNTAIN HOUSE CSD
CITY OF ESCONDIDO	CITY OF MONROVIA	CITY OF SANTA BARBARA	ROSSMOORE CSD
CITY OF FILLMORE	CITY OF MONTCLAIR		TOWN OF ATHERTON

FIRM EXPERIENCE

Listed below are current contracts valued over \$2,000,000 annually.

Customer	Duration	Annual Contract Amount
County of Los Angeles	Since 2015	\$14,800,000
City & County of San Francisco	Since 2017	\$6,200,000
City of Riverside	Since 2018	\$4,400,000
City of Long Beach	Since 2016	\$3,400,000
City of Fresno	Since 2001	\$3,400,000
Riverside Public Utilities	Since 1997	\$3,400,000
City of Anaheim/Anaheim Utilities	Since 2007	\$3,300,000
City of Corona	Since 2010	\$3,000,000
City of Industry	Since 2020	\$3,000,000
County of Orange - Parks	Since 2014	\$3,000,000
City of Sacramento - Parks	Since 2016	\$2,800,000
City of San Diego	Since 2015	\$2,700,000
City of Ontario	Since 1998	\$2,700,000
City of Sacramento	Since 2015	\$2,500,000
City of Glendale	Since 2015	\$2,500,000
Glendale Water & Power	Since 2015	\$2,500,000
City of Santa Clarita	Since 2008	\$2,400,000
City of Beverly Hills	Since 2000	\$2,300,000
City of Fullerton	Since 1998	\$2,300,000
City of Santa Ana	Since 2015	\$2,000,000

SCOPE OF SERVICES

Grid Tree Pruning

Grid tree pruning is based on pruning in pre-designed districts, or grids on a set cycle and in its entirety. This includes pruning all trees (small, medium and large-sized.) Pruning will include structural pruning, crown raising, and slight crown cleaning in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards (Best Management Practices) and shall have no more than 15% of the live foliage removed at a given time.

Special Request Tree Pruning

Special Request Tree Pruning includes tree maintenance services on designated tree(s) as ordered by the City's Arborist or designee. This category of pruning may include structural pruning, crown raising, crown cleaning and/or pruning to restore the crown. Whichever work type is ordered by the City, pruning will be performed in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards and the Best Management Practice, Tree Pruning Guidelines. Trees that are identified for a Special Request Tree Prune shall have approximately 25% of the live foliage removed at a given time.

Pruning to reduce the tree's crown (or Crown Reduction Pruning) may be performed when conditions within the crown of a hardwood tree are such that the overall canopy mass and excessive wood weight needs to be reduced. This type of prune is performed when the City's primary objective is to maintain or improve tree health and structure and will be charged at the Crew Rental rate as agreed upon by the City and WCA.

Line Clearance

Trees that interfere or have the possibility of interfering with utility lines will be trimmed in a manner to achieve the required clearances as specified and in accordance with the California Public Utilities Commission. It is our goal to protect the current health and condition of the tree and to maintain its symmetry and direct growth away from the utility lines.

Young Tree Maintenance (Optional)

Proper pruning and care during the early stages of the tree's life will save money in the future, and create a safer, more beautiful, healthy, easy-to-maintain tree. We believe that tree care that is performed early will affect its shape, strength and life span. Our specialized small tree care team consists of certified personnel trained to perform the following under the hourly rate:

- Selective structural pruning
- Removal of dead, interfering, split and/or broken limbs
- Pre-conditioning the water retention basin built around the tree
- Staking or re-staking
- Adjusting tree ties
- Adjusting trunk protectors
- Weed abatement

Root Pruning

We strongly recommend against any root pruning, however, should the City elect to proceed, we recommend that it be done no closer than 3 times the diameter of the trunk. Roots will be pruned to a depth of approximately 12 inches by cleanly slicing through the roots, so as not to tear or vibrate the root causing damage to the tree. The excavated area will be backfilled with native soil and debris will be hauled away. This is performed under the hourly rate.

Tree and Stump Removal Operations

With a minimum of 48 hours advanced notice, WCA will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. The removal process consists of lowering limbs delicately onto the ground to prevent any hardscape damage. Immediately following the removal, the stump will be ground down, if ordered to do so and with proper USA notification. Our standard stump grinder is the *Vermeer SC802*. This stump grinder is ideal for any size job and can be used to grade large stumps. We also use the *Dosko SC69* stump grinders. These are intended to remove tree stumps and exposed root systems close to ground level. Tree removal and stump removal are to be charged separately in accordance with the contract.



Tree Planting

We can replace trees that have been removed and plant new trees in accordance with the City's specifications. We are prepared financially and logistically to acquire and purchase selected tree species for tree planting. At a minimum of 48 hours in advance we will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. A well-trained planting team will perform the soil preparation and installation of the tree.

Tree Watering

Tree watering will be performed by a full-time, WCA team member on various routes, when requested by the Agency. This team will also be responsible for reporting special care needs to the small tree care team. This could include reporting weeds, soil that has settled, and/or staking and tying needs.

Emergency Response

We are prepared for emergency calls 24 hours a day, 7 days a week, including holidays. The toll free number is 866-LIMB-DOWN (866-546-2369). This number will be provided to the Agency, Police Department and/or Fire Department. Our emergency response team will do what is necessary to render the hazardous tree or tree-related condition safe until the following workday.

Crew Rental

Due to our vast amount of resources, including our specialty equipment and qualified personnel we are able to extend our commitment to our customers by providing various miscellaneous services outside of the most common tree maintenance services:

- Misc. use of aerial towers and cranes (including equipment rental)
- Crown reduction
- Crown restoration

Arborist Reports

We have full-time Certified Arborists on staff that can prepare detailed arborist reports, tree evaluations and site inspections based on your specific needs. Reporting can be generated for one tree or an entire selection and is handled on a case-by-case basis.



WCA provides the technology, management, and civic experience that makes it the preferred tree management partner across the West.

Plant Health Care

Tim Crothers, Plant Health Care Manager

ISA Board Certified Master Arborist WE-7655 BUM

DPR Qualified Pest Control Applicator #145321, QAL Category B & D

Our PHC program managed by Tim goes beyond standard chemical applications. We have developed an efficient Integrated Pest Management Program (IPM) that requires diagnosis before treatment. WCA is staffed with licensed applicators and advisors that are environmentally conscious as well as compliant with the California Department of Pesticide Regulation. This service allows us to provide you with:

- Proper diagnosis based on on-site inspection with laboratory testing when necessary
- Proactive and preventative recommendations that reduce the amount of potential pest and disease issues
- Follow-up evaluations to ensure that the recommended treatments result in a healthy and balanced urban forest

IMPLEMENTATION, QUALITY CONTROL & SAFETY

Implementation Plan

To ensure the quality of work and the level of service expected, WCA abides by a well-defined quality control plan that incorporates the following:

- Certified personnel
- Safety
- Pruning specifications and guidelines
- Sound equipment
- Public relations
- Proper traffic control
- State-of-the-art communication systems

Special shifts including weekends and evenings can be arranged in accordance with the Agency's specifications.

Area Manager: Isaac Garza

ISA Certification #: WE-8689A

TCIA CTSP #3312

ISA Tree Risk Assessment Qualified

The project Area Manager will be the central point of contact and will work cooperatively with Agency staff, local residents and business owners, etc. The Area Manager will provide overall field supervision and crew management.

Daily Management

Daily management will consist of, but not be limited to:

- Email notification complete with location, crew, equipment type, and work description
- Supervise crew personnel to insure proper pruning standards are followed in a safe manner
- Traffic control setup and maintenance of work zone
- Ensure work area is left free of debris at the end of shift
- Maintain record of work completed each day
- Maintain good public relations at all times
- Provide immediate notification to Agency Inspector upon damage of personal property including a plan for corrective measures to take place within 48 hours

Weekly Management

- Weekly management will consist of, but is not limited to:
- Weekly inspection of work completed
- Meet with the Agency to review work schedule and progress
- Insure standards of pruning are performed in accordance with Agency specifications
- Maintain open communication

Scheduling of Work

The Area Manager is responsible for scheduling work which shall conform to the Agency's schedule of performance. We recommend equal distribution of work throughout the course of the fiscal year. Notifications will be provided to residents prior to the start of pruning operations in said area. All work will be performed in a cooperative manner as to cause the least amount of interference or inconvenience.



Public Notification

Upon Agency staff approval, WCA will post a door hanger notice prior to commencement of grid pruning (within 24-48 hours). After tree plantings, door hangers will be provided to residents instructing them on the proper care for their newly planted tree. For more comprehensive outreach we can also submit a press release for special projects or routine maintenance. The Agency may modify the procedures and materials to which we notify residents.

Communication Systems

Our use of modern and reliable communication systems affect our daily job performance by increasing our efficiency. Management and Field Personnel utilize smart phones as both navigational and communication devices in the field. Smart phones have proven to be a convenient method to input data as related to tree inventories, daily work records, timesheets, photos, and billing information; eliminating the need to handwrite data and improving customer service by minimizing response time.

Permits and Licensing

WCA will procure a City Business License as necessary, and any "no-fee" permits prior to commencement of work. Permits (i.e., encroachment, traffic control, etc.) requiring fees will be charged back to the Agency.

Right-of-Way

All work will be performed in the public right-of-way. Employees will not utilize private property for eating, breaks or any other reason or use water or electricity from such property without prior written permission of owner.

Cooperation and Collateral Work

WCA will give right to operate within the project to the Agency workers and/other contractors, utility companies, street sweepers, and others as needed in a cooperative effort to minimize interference in daily operations.

Project Site Maintenance

Work site will be left free of debris at the end of each workday. We will not discharge smoke, dust, or any other air containments in quantities that violate the regulations of any legally constituted authority.

Workflow Timelines

GRID PRUNING FLOWCHART

(Within 30-day Completion)



REMOVAL FLOWCHART

(Within 15-day Completion)



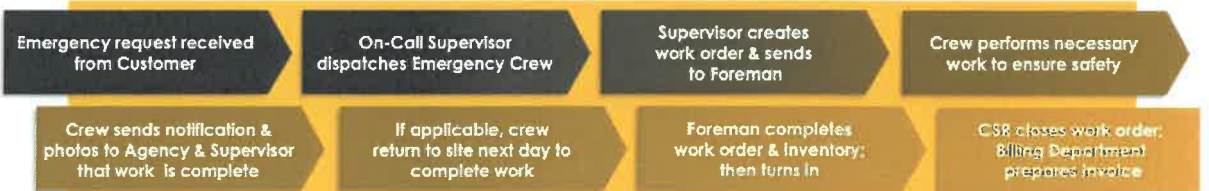
PLANTING FLOWCHART

(Within 15-day Completion)



EMERGENCY FLOWCHART

(Within 1-3 hour Response / 24-hour Completion)



PLANT HEALTH CARE FLOWCHART



Emergency Contacts



In case of emergency **AFTER**
normal business hours:

866.546.2369

Leave a message, if you do not
receive a call back within 10 minutes,
call the following contacts in order:

Manuel Perez, Supervisor

626.255.2821

Marco Padilla, Supervisor

714.404.7979

Isaac Garza, Area Manager

714.936.9544

Martin Cortez, Area Manager

714.713.0717

AFTER confirmation from on-call
Manager, you can email multiple
locations to:

LimbDown@WCAInc.com



Sample Planting Door Hanger



**HELP
ME GROW!**

- WATER THE TREE**
once (1) per week
during cool
months.
- WATER THE TREE**
twice (2) per week
during warm
months.
- PLEASE DO NOT**
change or adjust
the stakes.
- PLEASE DO NOT**
adjust the water
basin or mulch
placed around
the tree.
- KEEP THE
TREE FREE**
of weeds and
other plants.

WCA
Services Provided By:
West Coast Arborists, Inc. 2000E Van Buren St. Anaheim, CA 92805
800.521.3714

TREE CARE PROFESSIONALS
SERVING COMMUNITIES WHO CARE ABOUT TREES

Quality Control

Feedback

WCA regularly receives and tracks feedback from customers and residents as a means to acknowledge good performance and provide prompt resolution for any negative comments. Every month, a summary of the feedback is then reviewed by the management team.

Customer Service Department

As we work with, or near, the public, we are mindful that we will most likely be the first person the public contacts. We have a full-time Customer Service Department with each Customer Service Representative (CSR) trained in addressing concerned residents and bystanders.

Complaints & Damage Resolution

Should there be any property damage, we adhere to specific procedures to resolve the problem. The Foreman on the job site will notify the resident and the Inspector immediately.

If the resident is not at home, then we will leave a WCA card with instructions to call our Claims Coordinator in our corporate office. The ultimate goal at each work site is to leave the property in the same condition as before we entered it. We will notify the Agency Representative immediately upon damage of private property including plans for corrective measures to take place within 48 hours.

Any activities found by the Agency to be unacceptable will be rectified immediately. All other complaints will be abated or resolved within twenty-four (24) hours of the occurrence. We have teams specifically assigned for handling damage to properties, both private and public. Through our communication system, we have the ability to dispatch either of these teams and have them respond immediately to the site for proper repair.

We pride ourselves on professional workmanship to avoid these types of incidents, however, should one occur, we take all appropriate measures to resolve the matter in a timely and efficient manner.

Protection of Public and Private Property

WCA will provide all safety measures necessary to protect the public and worker within the work area. We will maintain good public relations at all times. The work will be conducted in a manner which will cause the least disturbance.



Safety & Training

Safety Program

Safety standards are top priority at West Coast Arborists, Inc. Our line of work demands that all work is performed in a manner that provides the maximum safety to the general public as well as our employees. Our crews are instructed to follow the safety standards of ANSI Z133.1 as well as Cal-OSHA requirements. We have one of the most extensive safety training programs in the industry. We provide our employees with state-of-the-art training tools and instructional sessions company wide. Our insurance carriers and Cal-OSHA have recognized us repeatedly for outstanding safety training efforts.

We have a full time Safety & Training Manager, Dane Jensen, that is professionally trained in the field of horticulture. As WCA's Training Manager, Dane is responsible for staying up-to-date on all tree-related industry standards as related to safety and the wellness of our employees and the public in which we serve. Training materials are regularly reviewed and updated to ensure WCA employees receive the proper education, instruction and hands on experience needed to perform their day to day activities safely and efficiently. Training topics include a full-circle from proper pruning techniques, arboriculture, to customer service and everything in between.

- ISA Certified Utility & Municipal Arborist #WE-12014A
- ISA Skills Test Evaluator—TW Climber
- TCIA Certified Treecare Safety Professional #3303
- ISA Tree Risk Assessment Qualification #E4068
- American Heart Association BLS and First Aid Instructor



Our line of work demands that all work is performed in a manner that provides the maximum safety to the general public as well as our employees.

Public Convenience and Safety

WCA will comply with any and all local sound control and noise level rules, regulations, and ordinances which apply to any work performed in the contracted area. All work will cease by 5:00 pm or as directed by the Agency (excluding emergency services).

Employee Training Program

West Coast Arborists, Inc. provides an extensive in-house training curriculum for all employees to broaden their knowledge of the arboriculture field of study. Included in this training are the ISA standards, both Treeworker and Arborist study programs, and a variety of Tree Care Industry Association home study programs. We also offer training courses to our staff in areas of customer service satisfaction, maintaining professional conduct, and Qualified Line Clearance Trimmer Training.

Our Training and Safety team members are tasked with completing field evaluations of crews and members are on-site to coach and train employees on safe practices. Employees receive performance evaluations at 90 days, 6 months, then annually (or as-needed) after their first year. All employees are provided copies of WCA's Injury & Illness Prevention Program.



Traffic Control

Traffic control procedures will be set-up in accordance with the Work Area Traffic Control Handbook (WATCH) and State of California Manual of Traffic Controls as well as the Agency Traffic and Safety Operating Rules. WCA will make adequate provisions to insure the normal flow of traffic over the public streets and park roads. Every effort will be made to keep commercial driveways and passageways open to the public during business hours. High visibility arrowboard(s) will be used when needed. Prior to use, the Agency will approve traffic safety



SAFER ROADS SAVE LIVES

equipment and devices. Pedestrian and vehicular traffic shall be allowed to pass through the work areas only under conditions of safety and with as little inconvenience and delay as possible. Unless the work area is totally barricaded or otherwise kept safe, at least one worker will serve to coordinate safe operations on the ground at all times when work operations are in progress.



WCA is dedicated to health and safety for trees, employees, and the community.

TECHNOLOGY & INFORMATION MANAGEMENT



West Coast Arborists has completed **300+** GPS tree inventories.

ArborAccess

Our tree management program sets us apart from other companies. With nearly 2,000 active users, ArborAccess and our mobile app will help you easily manage your urban forest with ease and convenience. Tree site attributes include location (utilizing GPS coordinates), species type, and parkway size. Features allow you to view and edit work history records and create work orders directly from the field, all from our secure cloud.

The information contained in ArborAccess is live data that can also be linked directly to a GIS program, such as ArcView, for geo-coding purposes and can assist your Agency in meeting GASB34 requirements. ArborAccess provides an unlimited resource of information regarding your urban forest.

Software Training

Our IT Department is based out of our corporate office in Anaheim, CA with regional offices located throughout California and Arizona. Each office has the ability to provide software training to our customers. We are also available to provide training sessions on-site at the customer's discretion. On-site training is proven to be effective as it provides a guided hands-on experience.

We offer periodic tree maintenance and management workshops each year. These free workshops are provided to our customers regionally and educate over 250 people annually. They have proven to be a great round-table and networking opportunity for the different agencies in attendance. Presentations are provided by WCA management staff and complimented with guest speakers in the industry. Certified Arborists and Tree Workers who attend are eligible to receive continuing education credits (CEU's) from the International Society of Arboriculture.

The success of any urban forest program depends on the proper management of information. Unlimited telephone and/or email support is available to answer technical questions and aid staff in the use of the software system. Software training and support is included in the cost associated with the inventory data collection.

List Tracking System

The List Tracking Report in ArborAccess is a useful tool in the management of incoming work. This report allows both parties to track specific jobs as they are ordered by the Agency. Proper use of this system enables the Agency and WCA to track the completion of work that is ordered.

ArborAccess Features

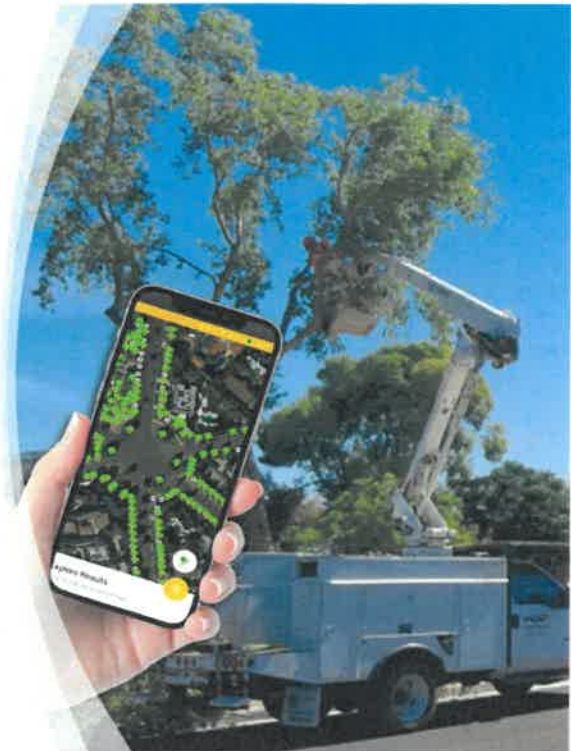
- Ease of use
- Create work orders
- View tree site details
- View work history
- View invoices
- Mobile app
- Live data
- GIS/GPS mapping

Billing

WCA, Inc. operates a modern invoicing system that is updated on a daily basis. Progress billings will be submitted to the Customers on a bi-weekly basis, unless otherwise requested. Invoices will reflect an amount complete for the billing period, along with a year-to-date total for that job. Each billing will include a listing of completed work by address, tree species, work performed and appropriate data acceptable to the customer. This information will be supplied in hardcopy and immediately accessible on ArborAccess. Job balances reflecting the percent of completion for each job can be viewed on ArborAccess.

Sample Management Tools: Detailed Tree Site Characteristics

The advanced technology provides a valuable tool to urban forestry professionals by displaying specific tree site information along with a representative photograph of the species type and a recommended maintenance field. ArborAccess' built-in quality control features assist in data accuracy. As maintenance is performed, the work history is updated and accompanied with bi-weekly invoices. This process eliminates the need for dual-inputting and helps keep the tree inventory current and accurate.



Maintenance Records

Accurate maintenance records for each location oftentimes can assist the Agency with liability claims. Maintaining a detailed history of the work performed at each location demonstrates good faith in preserving its urban forest. It is imperative that work requests are pulled from the system prior to the work being performed, otherwise inventory accuracy is not guaranteed.

Sample: Species Frequency Report

The Species Frequency report can assist your Agency in identifying the tree population within the urban forest. This type of information is valuable in the event of an insect infestation, deadly disease, or even estimating future maintenance costs. In addition, an analysis can be performed to evaluate the history of the performance of a particular species within your Agency.

	Botanical	Common	Total
	Magnolia grandiflora	SOUTHERN MAGNOLIA	4,256
	Ulmus parvifolia	CHINESE ELM	3,857
	Lagerstroemia indica	GRAPE MYRTLE	2,638
	Jacaranda mimosifolia	JACARANDA	1,927
	Cinnamomum camphora	CAMPHOR TREE	1,456
	Pinus canariensis	CANARY ISLAND PINE	1,401
	Schinus terebinthifolius	BRAZILIAN PEPPER	1,129
	Quercus ilex	HOLLY OAK	1,077
	Cupaniopsis anacardioides	CARROTWOOD	905
	Lophostemon confertus	BRISBANE BOX	836
	Other	OTHER	14,330
	Total Trees		33,812

Detailed Reporting Options

Inventory	Work History	District Frequency
View Invoices	Work Type by District	Species Frequency (sample above)
Job Balances	DBH Frequency	All Tees at an Address
Green Waste	Height Frequency	Estimated Tree Value



WCA helps agencies understand and manage their canopy by sharing inventories, insight, and data.

EQUIPMENT LIST

Equipment

Our modern fleet undergoes daily inspection prior to use to ensure efficiency and safety. All equipment is routinely serviced, painted, and detailed. All equipment used during the duration of this project will meet state and federal safety requirements and have all up-to-date certifications, as required.

CHP Biennial Inspection of Terminal Certification

We have successfully been awarded the CHP Biennial Inspection Award of Recognition. This inspection has assisted our company in instituting several safety programs, as well as our Preventative Maintenance Program utilized by our in-house fleet department. The inspection reviews our vehicle maintenance and repair records, our procedural methods and policies for vehicle maintenance and operations. This certification ensures that our vehicles operate safely.

Telematics (GPS)

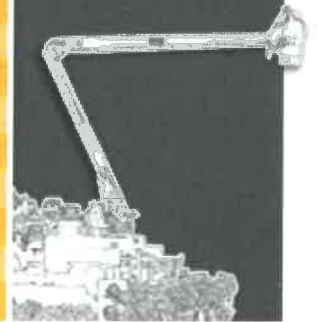
WCA has partnered with Geo-Tab to provide GPS units on all vehicles and equipment. This investment has given us and our customers the following benefits:

- Provide faster response times and more efficient routing allowing us to service more customers
- Lower operational costs by optimizing our fleet size, reducing labor, overtime, and insurance, and minimizing costly vehicle repairs
- Decrease fuel use by monitoring fleet fuel economy and saving on unnecessary fuel expenditures
- Reduce emissions by helping drivers improve their habits such as speed and idle time, and reducing total miles driven which will significantly reduce harmful greenhouse gas emissions
- Improve dispatching with landmarks and driving directions, GPS units helps us to better dispatch so that we can service more customers, faster
- Recover stolen vehicles reducing liability costs which can be passed on to customers

Equipment List Summary

Pick Up Trucks	389
Aerial Lift Devices	358
95ft Aerial Devices	18
Dump Trucks	224
Flat Beds	45
Field Service Trucks	32
Arrowboards	98
ATVs	24
Stump Grinders	67
Loaders	96
Rubber Track Loader	1
Root Pruners	2
Roll off Trucks	54
Saw Mill	3
Log Skidder	4
Back Hoes	1
Brush Chippers	159
Cranes	6
Toyota Prius	8
Toyota Yaris	9
Ford CMAX	4

Modern fleet consisting of **1600+** pieces of equipment.



IN-HOUSE FLEET MAINTENANCE

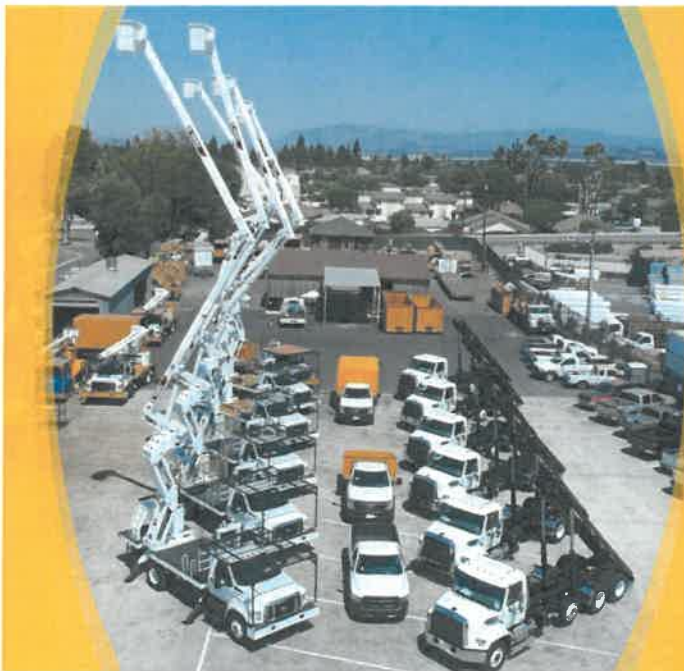
We currently have more than 1,600 pieces of fairly new equipment that enables us to replace equipment immediately should there be any unforeseen mechanical problems. We employ over 50 full-time mechanics that perform an in-house fleet maintenance program. This allows our equipment to be in good operating condition necessary for accomplishing the City's needs. Our mechanics generally work on one particular line of equipment, and by keeping our equipment as uniform as possible our mechanics really get to know the equipment inside and out minimizing down time. Equipment is assigned to different crews and if the crew is shared with another contract the equipment will be as well.

PREVENTATIVE MAINTENANCE PROGRAM

All WCA equipment goes through our Preventative Maintenance program. From our solar powered arrow boards, to our Freightliner Roll Off trucks. Our mechanics generally work on one particular line of equipment, and by keeping our equipment as uniform as possible our mechanics really get to know the equipment inside and out minimizing down time.

SUSTAINABILITY

Over the last few years, we have invested heavily in new equipment to keep our fleet modern, comply with state requirements, meet demand and reduce our effects on the environment. We understand with a fleet as large as ours that we are responsible for the amount of emissions our vehicles produce and actively make an effort to monitor and reduce our carbon footprint.



Through our ability to dedicate specific pieces of equipment for this project, we believe it will lead to a successful program.

WILDLIFE, GREEN WASTE & COMMUNITY

Wildlife Protection

We have a full-time Biologist, Lissette Rios, on staff whose responsibilities include writing reports, pre-work bird assessments, and training crews on current bird nesting laws as well as BMPs for tree maintenance. The protection of birds, especially during nesting season, is critical to providing responsible tree maintenance and her experience, training and skilled eye have proven to be a great asset to our team. Our safety and training department has committed to working with wildlife preservation associations and played a key role in the establishment of the Tree Care for Birds and Other Wildlife BMP that is used in the tree care industry.



Green Waste

WCA's commitment to be a socially responsible corporate partner to our customers and communities is exemplified in our Recycling Program. With the steadily increasing concern for the ecological health of our communities, WCA has embarked on a landfill diversion process where all material is taken to recycling facilities where it is used in the production of soil amendments. We are committed to taking all recyclable materials removed from the trees trimmed for the duration of this project to a recycling center for processing. Verification of amounts recycled will be obtained and reported by WCA via ArborAccess for the purpose of meeting the goals of the State for reducing landfill usage.

MULCH is made from coarse ground branches and leaves. It should be spread on the ground at a rate of six to twelve inches for best effect. Fresh mulch will deplete nitrogen from the surface of the soil which will reduce unwanted weeds. Once the mulch has decayed, it returns nitrogen which helps build the quality of soil for plants. A large amount of tree debris is processed by WCA and used in large scale mulching projects for establishing native plants in open space areas.

COMPOST is made from fine ground branches, leaves or other organic material. When mixed with oxygen and water, the organic material will decay or "compost." A finished compost is excellent for turning into the top layer of soil and will add nitrogen and increase the water holding capacity of soil. You can make compost at home in a pile in your yard or in a bin that you make or purchase. Large scale composting is done at regional recycling facilities.

FIREWOOD is traditionally the most common use of large branches and logs. Firewood is used to heat homes during winter months. WCA takes logs to our yard, and these are then chopped into usable firewood.



Street Tree Revival

STREET TREE REVIVAL, our wood recycling program has become an important component of our approach to urban forest management. 25 years ago, we started our urban wood recycling program in collaboration with the California Department of Forestry and Fire Protection (CDF). Since a number of trees require removal, it was important to create an environmentally sound and socially responsible alternative to importing lumber from other areas and to reduce the demand of trees from natural forests.

All trees have a life cycle, so we are making every effort to save the trees we can from ending up in landfills. When trees need to be removed from the Urban Forest, we preserve their natural beauty and also limit carbon emissions by salvaging trees lost during storms, disease, or normal senescence and recycling this wood into usable raw lumber.

- Remove** 
- Replant** 
- Repurpose** 
- Track** 
- Mill** 
- Dry** 



Arbor Day Advocates

WCA participates in over 100 Arbor Day and other community events annually by providing educational presentations, tree plantings and sponsorships. As a community partner, we understand the importance of teaching youth about the benefits of trees not only to better our environment but to ensure our urban forests are maintained for years to come.

Community Involvement

WCA participates in Arbor Day and other community events annually by providing educational presentations, tree plantings and sponsorships. As a community partner, we understand the importance of teaching youth about the benefits of trees not only to better our environment but to ensure our urban forests are maintained for years to come. WCA has a designated "Grants Team" to work with agencies to obtain grants for tree planting and growing the urban forest.



Partnering with the Arizona Sustainability Alliance to engage K-12 educators in urban forestry.

Community Campaigns

WCA has partnered with *Invest From the Ground Up* and the *Western Chapter International Society of Arboriculture* to plant trees across California under their newest initiative – Cool Parks. With a generous grant from CAL FIRE, the Cool Parks team is working alongside partner cities and nonprofits to bring **2500** trees to California's disadvantaged and low-income communities, organize a CA Tree Team workshop, and engage residents to learn and care about the trees in their city.

Prior to the "Cool Parks" campaign, WCA participated in the CIRCLE (California Initiative to Reduce Carbon and Limit Emissions) campaign since its launch in October of 2016. Each round of tree planting events has provided thousands of trees to communities across California. The trees planted have the potential to sequester millions of pounds of CO₂.

These events are valuable to California communities by generating thousands of volunteers, improving air quality, and educating the local community about proper tree planting techniques. Together, we can grow the urban forest for a more sustainable future.





CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
06/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Insurance Services West, Inc. Los Angeles CA Office 707 Wilshire Boulevard Suite 2600 Los Angeles CA 90017-0460 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105 E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED West Coast Arborists, Inc. 2200 E Via Burton Anaheim CA 92806 USA	INSURER A: Starr Indemnity & Liability Company 38318	
	INSURER B: Starr Specialty Insurance Company 16109	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 570100231595** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			1000100141231 SIR applies per policy terms & conditions	07/01/2023	07/01/2024	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			1000198198231	07/01/2023	07/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB OCCUR <input type="checkbox"/> EXCESS LIAB CLAIMS-MADE DED RETENTION						EACH OCCURRENCE AGGREGATE
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	1000004228 Workers Comp CA 1000004229 Workers Comp AZ	07/01/2023	07/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER West Coast Arborists, Inc. 2200 E. Via Burton Anaheim CA 92806 USA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Aon Risk Insurance Services West, Inc.</i>
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