



City Council Report

Date: April 15, 2024
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Kristy Garcia, Procurement Administrator
Subject: Additional Scope and Dollar Limit Increase to the Term Contract for Tree Pruning, Removal, and Other Related Services for the Parks, Recreation and Community Facilities and Energy Resources Department **(Citywide)**

Recommendation

Council is requested to approve the contract increase as recommended.

The Parks, Recreation and Community Facilities Department and Procurement Services recommend increasing the dollar limit with West Coast Arborists by \$110,000 from \$1,057,000 to \$1,167,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides tree pruning, removal, and other related services, including emergency services for the Parks, Recreation, and Community Facilities Department, including Aquatics, Parks and Sports Fields Maintenance, Facilities Maintenance, Cemetery, and the golf course, on an as-needed basis. The Contractor may also perform safety-sensitive responsibilities including emergency tree work related to storm drains and citizen complaints.

Energy Resources (Electric) currently has a contract for Line Clearance, Tree Trimming, and Removal Services with West Coast Arborists valued at \$84,000 that is due to expire on June 30, 2024. Energy Resources would like to be added to this Parks, Recreation, and Community Facilities Department contract. This contract was awarded earlier this year and provides a broader array of services, such as line clearance, and other related services. This contract also includes services that will align with Energy Resource's efforts to implement a tree inventory, promoting operational efficiency and reinforcing the commitment to provide exceptional customer service. The pricing on the new contract aligns with the rates Energy Resources was previously charged.

Purchase Information

Action: Amendment
Procurement Type: Request for Proposals
Contract Number: 2024041
Initial Contract Term: Three Years

Possible Renewals: Up to a maximum of two years subject to Administrative review and approval

Funding Source: Parks, Recreation and Community Facilities Department through the Environmental Compliance Fee (Basin Maintenance) and General Fund operating budgets (Parks Maintenance, Sports Fields, Aquatics) and – Energy Resources Department operating budget through the Enterprise Fund – Electric Utility Sub Fund

Dollar Limit History

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|---|----------------------|
| Original Award Amount – 1/8/2024 | \$1,057,000.00 |
| This Increase Request (Year 1) | <u>\$ 110,000.00</u> |
| New Annual Contract Value (through 1/31/2027) | \$1,167,000.00 |