



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JUNE 12, 2018

FROM: PUBLIC WORKS DEPARTMENT WARDS: ALL

SUBJECT: MEASURE Z - RFP NO. 1775 – AGREEMENT FOR MUNICIPAL TREE MAINTENANCE SERVICES WITH WEST COAST ARBORISTS, INC. OF ANAHEIM, CALIFORNIA, THE AMOUNT OF \$6,679,536 FOR A THREE YEAR TERM ENDING JUNE 30, 2021 WITH AN OPTIONAL FOR THREE ONE-YEAR EXTENSIONS OR ONE THREE-YEAR EXTENSION

ISSUE:

Approve the Agreement for Municipal Tree Maintenance Services from RFP No 1775 with West Coast Arborists, Inc. of Anaheim, California, in the amount of \$6,679,536 for a three-year term ending June 30, 2021, with an option for three additional one-year extensions or one additional three-year extension.

RECOMMENDATIONS:

That the City Council:

1. Approve the Agreement for Municipal Tree Maintenance Services with West Coast Arborists, Inc. in the amount of \$6,679,536, for a three-year term ending June 30, 2021, with three additional one-year extensions or one additional three-year extension; and
2. Authorize the City Manager, or his designee, to execute the Agreement for Municipal Tree Maintenance Services with West Coast Arborists, Inc. including making minor and non-substantive changes and to extend the term, for up to three additional years, subject to the same terms and conditions and availability of budgeted funds.

BACKGROUND:

The City is responsible for maintaining street trees within the public right of way and park trees located within City parks to enhance the quality of life for all residents. The City estimates there are nearly 35,000 park trees and approximately 150,000 street trees of which approximately 135,000 are within parkways, along the front or side of homes and businesses and approximately 15,000 are located within medians and areas maintained by the City. Street trees have an estimated value of over \$300 million.

DISCUSSION:

In recent years, the City's grid trimming schedule was on an eight to nine year cycle and the schedule had become increasingly difficult to meet due to budgetary constraints. With the addition of \$1,000,000 in Measure Z funds in 2017, the Public Works Department has been working toward a six year grid trimming cycle within a three year timeframe.

On February 14, 2018, Request for Proposal 1775 (RFP 1775) was issued to solicit proposals from qualified tree maintenance contractors to provide tree maintenance services for the City of Riverside, including optional pricing to service Parks, Recreation & Community Services 35,000 park trees.

On March 19, 2018, the City received three proposals in response to RFP 1775. In order to identify the most qualified service provider, a selection committee consisting of representatives from the Public Works Department and the Parks, Recreation and Community Services Department evaluated all proposals based on the criteria set forth in the RFP which included experience, qualified personnel, ability to meet time frames, safety plans, financial resources, approach and methodology, proposed cost of services, and service enhancements that included a Citywide inventory with global positioning (GPS) coordinate locations for all trees that have been trimmed, removed, planted and worked on by the contractor.

After an extensive evaluation of each proposal based on the criteria listed above, West Coast Arborists, Inc. (WCA) was selected as the most qualified company to perform the requirements of the RFP. WCA is a family owned and operated company that has been in business since 1972 and employs over 850 full-time employees.

While Parks, Recreation and Community Services opted to continue with its current tree trimming contract with WCA, this proposal affords them several options as they near their current contract expiration date of December 31, 2018: 1) follow onto this proposal and enter into a new agreement; 2) amend this agreement; or 3) exercise the final option to extend on their current agreement with WCA for an additional two years – with City Council approval where required.

Public Works staff negotiated the scope of services with WCA to obtain best and final pricing for a total contract price of \$6,679,536 through June 30, 2021 for its 150,000 street trees. The current proposal is approximately 17% higher than the existing contract, which was bid in 2011 during the Great Recession. Since 2011, labor and operating costs have increased due in part to increasing prevailing wage rates, increased fuel costs, increased dumping fees, and additional air quality mandates.

Based on pricing received in 2016, proposal costs are within anticipated ranges. Contract services include but are not limited to emergency and scheduled tree removals, palm tree skinning, root pruning, young tree care and watering and grid trimming. The following are relevant items for consideration under the proposed contract.

Grid Trimming Cycle:

In 2017, with implementation of the Measure Z spending priorities, the City established a target grid trimming cycle of approximately 6 years (down from eight to nine years). It is the goal of the City to trim approximately 25,000 trees per year to meet the goal of a six year grid trimming cycle. WCA has provided a realistic and attainable approach to work toward this goal. However, given the increase in proposed contract costs and existing funding levels, staff is currently projecting a trimming cycle of approximately six to seven years (21,000-23,000 trees per year). The City is

divided into 66 grids as defined by the map in Attachment 3. The tentative trimming schedule for the next six to seven years is described in Attachment 4 and is subject to change.

Resi-Pay Program:

The Resi-Pay Program provides additional choices for City residents that prefer to have their City trees trimmed on a more frequent basis. Approximately 200 residents participate in the program each year.

Under the new proposal, Resi-Pay costs, which are passed along to residents, would increase from \$95 to \$184 per tree for the first year and an additional \$7 per tree in fiscal years 19/20 and 20/21. The increase is primarily due to the high cost of mobilization to trim a single tree that may not be in close proximity to any other scheduled work. An informal survey conducted by staff revealed that the average rate a resident might pay for standard tree trimming is approximately \$250-\$450 per tree. Under the Program, residents will continue to be allowed to hire their own contractor to trim trees by obtaining a no-fee permit from the City.

Service Enhancements:

1. Residents will now have the option through the Resi-Pay Program to have only the seed pods removed from palm trees at a reduced rate per tree of \$75 the first year, \$80 in year two and \$85 in year three. This will help to enhance customer service for residents that prefer to have this service on a routine basis.
2. Establish a Citywide tree inventory and live database with GPS locations (for trees trimmed, removed, planted and worked on by the contractor).

The Purchasing Services Manager concurs that the recommendations are in compliance with the City's Purchasing policies and procedures.

FISCAL IMPACT:

The total fiscal impact of the action is \$6,679,536 over a three-year term ending June 30, 2021. The funds for FY 18/19 are budgeted in the Public Works Urban Forestry Tree Maintenance Contract account 4110110-421205 and the Measure Z Tree Maintenance Contract account 4110119-421205. Appropriations for future fiscal years will be included in the Department's Budget submissions for those fiscal years to be presented to the City Council for approval.

Prepared by: Kris Martinez, Public Works Director
Certified as to
availability of funds: Adam Raymond, Chief Financial Officer/Treasurer
Approved by: Al Zelinka, FAICP, City Manager
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Agreement for Municipal Tree Maintenance Services
2. Request for Proposal Recommendation
3. Tree Trimming Grid Map
4. Tree Grid Trimming Schedule
5. Presentation