



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: AUGUST 25, 2026

FROM: PUBLIC WORKS DEPARTMENT WARDS: ALL

SUBJECT: LANDSCAPE MAINTENANCE SERVICES AGREEMENT FROM RFP 2535 WITH WEST COAST ARBORISTS, INC. OF ANAHEIM, CA FOR CITYWIDE TREE MAINTENANCE AND MANAGEMENT SERVICES FOR THE TERM OF JULY 1, 2026 THROUGH JUNE 30, 2029, IN THE AMOUNT OF \$9,174,765

ISSUE:

Consider approving a Landscape Maintenance Services Agreement from RFP 2535 with West Coast Arborists, Inc. of Anaheim, CA, for Citywide Tree Maintenance and Management Services for the term of July 1, 2026 through June 30, 2029, in the amount of \$9,174,765.00.

RECOMMENDATIONS:

That the City Council:

1. Approve Landscape Maintenance Services Agreement from RFP 2535 with West Coast Arborists, Inc. of Anaheim, CA, for Citywide Tree Maintenance and Management Services for the term of July 1, 2026 through June 30, 2029, in the amount of \$9,174,765; and
2. Authorize the City Manager, or designee, to execute the Landscape Maintenance Services Agreement with West Coast Arborists, Inc. including making minor and non-substantive changes, including term extensions up to two (2) – one (1) year term extensions, subject to the availability of budgeted funds.

BACKGROUND:

The City of Riverside maintains a large, diverse, and geographically distributed urban forest that is essential to environmental sustainability, infrastructure protection, and community quality of life. The City's municipal tree inventory includes approximately 150,000 street trees, park trees, trees at City facilities, and trees within public rights-of-way spanning approximately 66 grid areas, 77 City-owned parks, and numerous municipal facilities such as police and fire stations and has been recognized by the Arbor Day Foundation as a "Tree City USA" since 1987.

These assets require consistent, professional, and standards-based maintenance to ensure proper conditions for residents, visitors, and City operations.

The City faces increasing requests on its urban forest due to aging tree populations, climate-

related stressors, storm events, pest and disease pressures, and ongoing development and infrastructure projects. In addition, public expectations for timely response to service requests, emergency conditions, and visible maintenance outcomes continue to grow.

To address these needs, the City requires a qualified Municipal Tree Management Services provider with the technical expertise, staffing capacity, equipment, and operational systems necessary to deliver comprehensive tree maintenance services across a citywide service area. The selected Company must be capable of performing routine and cyclical pruning, removals, planting, young tree care, emergency response, and specialized arboricultural services in compliance with City specifications, ANSI standards, ISA best management practices, and all applicable regulatory requirements.

DISCUSSION:

Purchasing Overview

On March 2, 2026, the City's Purchasing Division (Purchasing) issued Request for Proposals (RFP) No. 2535 on PlanetBids seeking prospective proposers to provide Citywide Tree Maintenance and Management Services.

The solicitation notification is summarized in the table below:

Action	Number of Vendors
External Vendors Notified	258
City of Riverside Vendors Notified	289
Vendors who downloaded the RFP	43
Proposals received	4

The City did not host pre-proposal meeting. A total of 79 questions were received from prospective proposers, and three (3) addenda was posted. RFP No. 2535 closed on April 1, 2026, with a total of four (4) responses received. Three (3) proposals were found to be responsive and responsible, with one (1) proposal was determined as non-responsive due to failure to submit an executed bid bond and meet the minimum years' experience requirement.

Under the guidance of Purchasing, four (4) City staff from Public Works and Parks and Recreation departments evaluated the proposals, which resulted in West Coast Arborist Inc ranking No. 1. The evaluation criteria, total points and rankings for each evaluation round are summarized in the tables below.

Round 1 – Evaluation Criteria

Evaluation Criteria	Total Points
Experience and History Performing similar scope	20%
Qualified Personnel, Equipment, and other resources	15%
Ability and Willingness to meet the time frames	10%
Quality of Safety Plan	10%
Grid Trimming Cost	25%
Costs to Perform Services (excluding Grid Trimming)	20%

Round 1 – Evaluation Results

Vendor	Location	Proposed Cost**	Evaluation Scores	Rank
West Coast Arborists, Inc.	Anaheim, CA	\$2,283.00	957.50	1
Great Scott Tree Service, Inc.	Stanton, CA	\$2,798.00	896.30	2
Mariposa Tree Management Inc	Irwindale, CA	\$3,111.00	807.10	3
*United Tree & Environmental Management, Inc	Colton, CA	\$2,332.00	N/R	N/R

*Non-responsive vendor

**The proposed cost is calculated by totaling the individual costs associated with each tree and trimming grid.

This action is pursuant to Purchasing Resolution 24101, Section 508 (c) which states, "Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder, except that...(c) Contracts procured through Formal Procurement for Services or Professional Services, where a Request for Proposals or Request for Qualifications was used to solicit Bids, shall be awarded by the Awarding Entity in accordance with the evaluation criteria set forth in the Request for Proposals or Request for Qualifications."

The Purchasing Manager concurs that the recommended action is compliant with Purchasing Resolution 24101.

FISCAL IMPACT:

The total fiscal impact of this action is \$9,174,765 over a three-year term ending June 30, 2029. Sufficient funds for Fiscal Year 2026/27 in the amount of \$3,019,780 are budgeted and available in the funding sources itemized in Table 1.

Table 1. FY 2026/27 Costs

Fund	Account Name	Account Number	Amount
General	Public Works-Forestry & Landscape, Tree Maintenance Contract	4110110-421205	\$1,269,780
Measure Z	Public Works-Forestry & Landscape, Tree Maintenance Contract	8003001-421205	\$1,750,000
Total			\$3,019,780

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: Robert Filiar, Urban Forester Manager
 Approved by: Nathan Mustafa, Public Works Director
 Certified as to
 availability of funds: Julie Nemes, Finance Director
 Approved by: Kris Martinez, Assistant City Manager
 Approved as to form: James Johnson, City Attorney

Attachments:

1. Award Recommendation
2. Agreement
3. Presentation