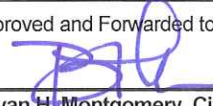




## STAFF REPORT

**Date:** Tuesday, August 8, 2017  
**To:** Bryan H. Montgomery, City Manager  
**From:** Kevin Rohani, P.E. Public Works Director/ City Engineer

Approved and Forwarded to City Council:

  
Bryan H. Montgomery, City Manager

**SUBJECT:** Award of the Tree Trimming Services contract with West Coast Arborists, Inc.

### Background and Analysis

Tree maintenance is an important element of the Public Works Department operations in order to help ensure the safety of the public on City streets, parks, and open spaces; and to protect the longevity and the structural health of the trees.

The City of Oakley has utilized contract tree trimming and removal services for the past several years. Staff reviews these maintenance service contracts annually to ensure that the services provided are being performed satisfactorily with competitive prices; and continues to meet the City's expectations and contract terms.

The City was in contract with West Coast Arborists, Inc. to perform tree maintenance services for street and park trees, including after hour and on-call tree maintenance. This contract expired on June 30, 2017. West Coast Arborists, Inc. is a professional tree maintenance company serving over 220 municipalities and public agencies throughout the states of California, Arizona, and Nevada.

Staff prepared a Request for Proposal (RFP) for tree maintenance services and followed a formal bid solicitation process. The City received one proposal from West Coast Arborists, Inc. in response to the RFP. Services for the City by West Coast Arborists, Inc. has been performed well, and they have been very responsive to the City's requests.

### Fiscal Impact

The costs associated with this tree service will be included as part of the City's Lighting and Landscape District budget and will not require any General Fund expenditures.

### Staff Recommendation

Staff recommends that the City Council authorize the City Manager to execute a contract with West Coast Arborists, Inc. for performing maintenance services for street

and park trees, including after hours and on-call service requests for a period of (3) three years with the option for a (2) two year renewal.

**Attachments**

- 1) Resolution
- 2) West Coast Arborists, Inc. proposal

RESOLUTION NO. \_\_\_-17

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY APPROVING AN AGREEMENT WITH WEST COAST ARBORISTS INC. TO PROVIDE TREE TRIMMING SERVICES AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT**

**WHEREAS**, the City of Oakley takes great pride in our tree maintenance operation that strategically included both in-house and contract tree maintenance services; and

**WHEREAS**, the Public Works Department is responsible for the maintenance of all trees in the City's parkways, medians, and parks, including trimming, planting, watering, removal; and

**WHEREAS**, the Public Works Department strategically uses a combination of contract tree trimming services and in-house staff to maintain the City's urban forest consistent with established tree maintenance practices, and to keep costs down, an approach which includes using in-house staff to handle citizen requests and young tree care, while large tree care, emergency and on-call response efforts are handled by a contractor; and

**WHEREAS**, it is the goal of the Public Works Department to trim every street tree no less than once every six years, which is consistent with industry guidelines; and

**WHEREAS**, staff prepared a Request for Proposal (RFP) for tree trimming and maintenance services and received (1) one proposal from West Coast Arborists, Inc.; and

**WHEREAS**, the evaluation of the proposal received, determined that West Coast Arborists Inc. has superior knowledge, qualifications, and experience in providing high quality tree maintenance services to municipalities with its special requirements; and

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED**, that the City Council of the City of Oakley hereby approves the proposal from West Coast Arborists, Inc. for performing on-call tree maintenance services and authorizes the City Manager to execute into the agreement.

**PASSED AND ADOPTED** by the City Council of the City of Oakley at a meeting held on the 8<sup>th</sup> of August, 2017 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTENTIONS:

APPROVED:

ATTEST:

\_\_\_\_\_  
Sue Higgins, Mayor

\_\_\_\_\_  
Libby Vreonis, City Clerk

\_\_\_\_\_  
Date



Tree Care Professionals Serving Communities Who Care About Trees

www.WCAINC.com

July 13, 2017

City of Oakley  
**Attn: Jesse Dela Cruz**  
3231 Main Street  
Oakley, CA 94561

**RE: RFP for On-Call Tree Service Work**  
**Due: Friday, July 14, 2017 at 2:00PM**

To whom it may concern;

Thank you for allowing West Coast Arborists, Inc. (WCA) with the opportunity to submit a proposal for tree maintenance services for the City of Oakley. WCA is a family-owned and operated company employing over 750 full-time employees providing various tasks to achieve one goal: serving communities who care about trees and landscape. 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 that will help to improve services offered. By establishing clear goals and expectations for the organization, supporting its diverse teams, and exchanging frequent feedback from customers and employees. WCA's top management team has created a culture where employees become accountable for actions and results.

WCA has a 45-year track record of working for more than 220 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 Boards under license #366764. We have held this license in good standing since 1978. The license specializes in Class C61 (Tree Service) as well as Class C27 (Landscaping). We currently employ over 75 Certified Arborists and over 100 Certified Tree workers, as recognized by the Western Chapter of 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. Should we be awarded this project, we shall use full-time, in-house employees; no subcontractors will be used.

Our employees will operate from one of our seven California offices: Anaheim (Corporate HQ), Fresno, Riverside, San Diego, San Jose, Stockton, and Ventura. For questions related to this proposal and who has the authority to negotiate/present please contact Victor Gonzalez, V.P. Marketing, at (714) 991-1900 or at [vgonzalez@wcainc.com](mailto:vgonzalez@wcainc.com). Jason Pinegar, Area Manager, will be assigned to this project should WCA be awarded a contract. He can be reached at (408) 210-6415 or [jpinegar@wcainc.com](mailto:jpinegar@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

**EXHIBIT D**

**SERVICE LIST AND PRICING**

**THIS EXHIBIT IS TO BE FILLED OUT COMPLETELY AND ANY  
SUPPLEMENTAL COSTS ATTACHED TO THIS SECTION  
AS PART OF THE PROPOSAL**

Submitted

## SERVICES

### REQUESTED PRUNING SERVICE

*dbh = diameter breast height*

0 – 6" dbh	\$ 49.00	/ tree
7" – 18" dbh	\$ 99.00	/ tree
19" – 24" dbh	\$ 189.00	/ tree
25" – 36" dbh	\$ 369.00	/ tree
Over 36" dbh	\$ 499.00	/ tree

### REQUESTED TREE AND STUMP REMOVAL SERVICE

*dbh = diameter breast height*

Tree and Stump Removal 0-24" dbh	\$ 39.00	/ diameter inch
Tree and Stump Removal Over 24" dbh	\$ 49.00	/ diameter inch
Tree Removal Only 0-24" dbh	\$ 24.00	/ diameter inch
Tree Removal Only Over 24" dbh	\$ 34.00	/ diameter inch
Stump Removal Only	\$ 15.00	/ inch

## SERVICES

### TREE PLANTING

24" Box Trees	\$ 350.00	/ tree
36" Box Trees	\$ 1,200.00	/ tree
48" Box Trees	\$ 2,200.00	/ tree
60" Box Trees	\$ 5,900.00	/ tree

### PESTICIDE TREATMENT

0 - 12" dbh	\$ 24.00	/ tree
Over 12" dbh	\$ 50.00	/ tree

### EMERGENCY CALL-OUTS

After hours, weekends, holidays	\$ 125.00	/ man hours
	# 3.0	minimum man hours per call

### Inventory/Reports

Adding New Trees to Existing Software Program \$ 5.00 / tree  
(GPS and Arborist assessment/description)

Arborist Report on existing trees \$ 500.00 / tree

Or

\$ 125.00 / hour

# 2.0 hours minimum per tree



## SERVICES

### MANUAL WATERING

Watering \$ 9.00 / tree per day

### CERTIFIED ARBORIST RATES

Rate for Arborist per hour for projects or task not covered by contract or other special services  
(ie...City Council Meeting, Residential Public Meeting, etc.)

\$ 125.00 / hour

### CREW RENTAL RATE FOR SPECIAL PROJECTS / SPECIAL EQUIPMENT RATES

3 man crew with equipment \$ 270.00 / hour

1 man crew with equipment \$ 90.00 / hour

28 ton crane \$ 90.00 / hour

40-yard roll-off truck \$ 90.00 / hour

95' boom truck \$ 90.00 / hour

Caterpillar loader \$ 90.00 / hour

\_\_\_\_\_ \$ \_\_\_\_\_ / hour

### MISC ROOT SERVICES

Root Pruning - 24" depth \$ 24.00 / per linear foot

Root Barrier Installation - 36" depth \$ 36.00 / per linear foot