



## Legislation Details (With Text)

<b>File #:</b>	24-259	<b>Version:</b>	1	<b>Name:</b>	Amendment No. 2 NPSA for West Coast Arborist for Citywide Tree Maintenance
<b>Type:</b>	Staff Report	<b>Status:</b>		<b>Agenda Ready:</b>	Agenda Ready
		<b>In control:</b>		<b>City Council:</b>	City Council
<b>On agenda:</b>	6/17/2024	<b>Final action:</b>			
<b>Enactment date:</b>		<b>Enactment #:</b>		<b>Reso 2024-076:</b>	Reso 2024-076
<b>Title:</b>	Adopt a Resolution to Approve and Authorize the City Manager to Execute Amendment No. 2 to a Non-Professional Services Agreement with West Coast Arborist, Inc. for Citywide Tree Maintenance Services for \$400,000.00 for Fiscal Year 2024-2025				
<b>Sponsors:</b>	Debbie Pollart				
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	1. A - Resolution for Amendment No. 2 with West Coast Arborist, 2. B - Scope of Services and Compensation				

Date	Ver.	Action By	Action	Result
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Adopt a Resolution to Approve and Authorize the City Manager to Execute Amendment No. 2 to a Non-Professional Services Agreement with West Coast Arborist, Inc. for Citywide Tree Maintenance Services for \$400,000.00 for Fiscal Year 2024-2025

### COUNCIL PRIORITY

- Improve Infrastructure
- Support Quality of Life

### SUMMARY

The Recreation & Parks Department, Urban Forestry Section is responsible for maintenance of approximately 18,000 trees in the right-of-way, in City parks and on City property. The newly established section has a significant backlog of deferred maintenance and is challenged with recruiting qualified Tree Trimmers to fill the vacant Tree Trimmer II positions. Contract tree maintenance is essential for maintaining routine tree maintenance. The proposed amendment leverages a competitively bid RFP by the City of Burlingame and will supplement existing in-house tree-trimming work providing more responsive customer service to the community.

### RECOMMENDATIONS

Staff recommends that the City Council approve and authorize the City Manager to execute Amendment No. 2 to the Non-Professional Services Agreement with West Coast Arborists, Inc. for Citywide tree maintenance services for fiscal year 2024-2025.

### BACKGROUND

The City of San Leandro is developing a Tree Master Plan with urban forestry consultants and community partners. The plan aims to improve community health, increase the resilience of vulnerable populations, and ensure equitable distribution of the urban tree canopy. It will provide

urban forest goals, strategies, and actions based on community vision, data analysis, and best practices in urban forestry. As part of the FY2023-2025 biennial budget, funds were allocated for contract tree services to supplement existing work and resume area maintenance. The Streets Supervisor, in collaboration with the City Attorney and Purchasing Agent, identified a streamlined approach to contracting by piggybacking on the City of Burlingame's RFP issued in May 2021. After evaluating proposals, Burlingame staff selected West Coast Arborists, Inc. as the most qualified provider. West Coast Arborists, Inc. has agreed to honor the terms of Burlingame's contract through San Leandro's contract term ending June 30, 2025.

### **Analysis**

The agreement with West Coast Arborists, Inc., initiated on October 1, 2022, covers all labor, materials, and equipment necessary for on-call tree maintenance services, with compensation based on tree size and services requested. Amendment No. 2 increases the not-to-exceed amount by an additional \$400,000 for FY 2024-2025, bringing the total contract amount to \$1,154,000. This amendment supports the City's efforts to maintain and enhance its urban forest efficiently and effectively. As the City completes the Tree Master Plan process, the goals and strategies will guide staff in developing a Request for Proposal (RFP) for services starting in Fiscal Year 2025-2026.

### **Previous Actions**

Resolution No. 2022-144 for a Non-Professional Services Agreement with West Coast Arborists, Inc. for Citywide Tree Pruning, Stump Removal, and Arborist Services

Resolution No. 2023-119 for Amendment No. 1 to Non-Professional Services Agreement with West Coast Arborist, Inc. for Citywide Tree Pruning, Stump Removal, and Arborist Services

### **Fiscal Impacts**

The amendment to the Non-Professional Services Agreement will cost \$400,000 for fiscal year 2024-2025. The project is included in the FY 2024-2025 Council approved budget and there is sufficient funding in account 010-62-09-5340.

### **ATTACHMENTS**

**Attachment A:** Resolution for Amendment No. 2 To NPSA with West Coast Arborist, Inc. for Citywide Tree Maintenance Services

**Attachment B:** Scope of Services and Compensation

**PREPARED BY:** Jennifer Auletta, Park and Landscape Manager, Recreation and Parks Department