



Office of the City Manager

CONSENT CALENDAR  
September 11, 2007

To: Honorable Mayor and  
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted by: William Rogers, Acting Director, Parks, Recreation and Waterfront

Subject: Contract: Tree Removal Services

### RECOMMENDATION

Adopt a Resolution approving plans and specifications for tree removal services; accepting the proposal of West Coast Arborist, Inc.; and authorizing the City Manager or his designee to execute a contract and any amendments in an amount not to exceed \$320,000 for a period of three years, beginning August 1, 2007 and ending June 30, 2010.

### FISCAL IMPACTS OF RECOMMENDATION

The Parks, Recreation and Waterfront Department has budgeted \$98,000 in FY 2008 from the Parks Tax Fund (450-5802-450-3038) for the removal of public trees by a contractor. This amount will vary from year to year during the contract term due to changing conditions in the field. Tree removal services will be provided as needed and will be determined by the Forestry Division. Budget allocations for FY 2009 and FY 2010 are subject to adoption of the budget by City Council.

CMS No.: XAPDD

### CURRENT SITUATION AND ITS EFFECTS

The current three-year contract with West Coast Arborist terminated on July 31, 2007. As a result, the City no longer has a provider to protect public safety by removing public trees that are dead, diseased, or dying, at a reasonable cost. Entering into this contract will allow the City to maintain a healthy tree stock city-wide.

### BACKGROUND

The Forestry Division of the Parks, Recreation and Waterfront Department contracts with a private company for the removal of public trees that are dead, diseased, dying, hazardous to life or property, or causing substantial property damage. These removal services reduce the potential risk posed by these trees and help to maintain healthy tree stock throughout the City.

The City has contracted out for this service for almost 13 years because it is more cost-effective to hire an outside contractor than to use City employees. With a decline in the Parks Tax revenue, it is even more important that costs are controlled and services purchased at the most competitive prices.

Services will be provided on an as-needed basis to be determined by the Forestry Division. The estimated number of trees removed annually through this program is approximately 450. In July 2007, the City conducted a competitive bidding process (Bid Specification 08-10249-C). On August 2, 2007, the City received five bids, and West Coast Arborist, Inc. was the lowest responsible and responsive bidder.

RATIONALE FOR RECOMMENDATION

The Parks, Recreation and Waterfront Department has evaluated the ongoing needs for this service and has determined that West Coast Arborists, Inc. meets the requirements as set out in the bid specification (08-10249-C).

ALTERNATIVE ACTIONS CONSIDERED

No cost-effective alternative exists to provide these services.

CONTACT PERSON

Ethel Leonares, Acting Sr. Management Analyst, 981-6712

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT AND WITH WEST COAST ARBORISTS, INC. FOR TREE  
REMOVAL SERVICES

WHEREAS, the Parks, Recreation and Waterfront Department is responsible for the planting, pruning maintaining, and removing of public trees in the City; and

WHEREAS, the Parks, Recreation and Waterfront Department Forestry Division plans to prune 7,000 trees per year, plant 800 trees per year, and remove 450 trees that are dead, diseased, dying, hazardous to life or property, or causing substantial property damage; and

WHEREAS, the Parks, Recreation and Waterfront Department has limited staff to perform the necessary planting, pruning, maintenance, and removal operations; and

WHEREAS, the Parks, Recreation and Waterfront Department issued an Invitation for Bid for Tree Removal Services (Bid specification 08-10249-C), received five bids on August 2, 2007, and West Coast Arborists, Inc. was determined to be the lowest responsible and responsive bidder; and

WHEREAS, the Parks, Recreation and Waterfront Department has budgeted \$98,000 in FY 2008 from the Parks Tax Fund (450-5802-450-3038) for the removal of public trees by a contractor. CMS No.: XAPDD.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or its designee is hereby authorized to execute a contract and any amendments with West Coast Arborists, Inc. in an amount not to exceed \$98,000.00 for the first year and an amount not to exceed \$320,000 for a total of three years, beginning August 1, 2007 and ending June 30, 2010, contingent upon annual budget appropriation. A record of signed copy of said contract will be on file in the Office of the City Clerk.

