



Item No. 15 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

TO: HONORABLE MAYOR AND CITY COUNCIL

**FROM: GEORGE RODERICKS, CITY MANAGER
STEVE TYLER, PUBLIC WORKS SUPERINTENDENT**

DATE: JUNE 18, 2014

SUBJECT: APPROVE A ONE YEAR EXTENSION WITH TREE MAINTENANCE SERVICES FOR THE CONTINUATION OF ON CALL TREE MAINTENANCE IN AN AMOUNT NOT TO EXCEED \$60,000.

RECOMMENDATION

Approve an agreement for a one-year (1) year extension with West Coast Arborists, Inc., for the continuation of on call tree maintenance services for the amount not to exceed \$60,000; and authorize the City Manager to execute the agreement on behalf of the Town.

BACKGROUND

This contract is for annual on call tree trimming by the hour. This contract is essential due to the fact that the Town of Atherton has no internal employees to handle tree trimming or response to large scale tree emergencies including after hour response. Contractors were asked to bid an hourly crew rate to provide routine pruning, hazardous tree removal, stump removal and storm damage cleanup of City trees. This included after hour emergency response.

Bids for the Tree Maintenance service contract were due May 30, 2012. Bidders were required to bid total crew hours of tree work they could provide the Town for \$60,000. A total crew hour is the sum of regular hours plus 40 hours of overtime work. A crew hour is defined as 2 tree workers, a chipper truck with a personal lift and a wood chipper with all labor, equipment and materials inclusive.

Five (5) bids were received for the 2012/13 Tree Maintenance Project as follows:

Tree maintenance contract extension

June 18, 2014

Page 2 of 3

2012 ON-CALL TREE WORK BID RESULT		
FIRM	LOCATION	TOTAL CREW HOURS TO BE PROVIDED
WEST COAST ARBORISTS	ANAHEIM	540
ECONO TREE SERVICE	RWC	485
PROFESSIONAL TREE CARE	BERKELEY	483
NEW IMAGE LANDSCAPE	FREMONT	390
BAYSCAPE MANAGEMENT	ALVISO	261

At the rate shown in the chart above, West Coast Arborist’s price to the Town for an all inclusive “tree crew hour of work” is about \$111.11.

City Council extended this contract in 2013-14 for 1-year at no change in rates.

ANALYSIS

The International Society of Arboriculture (ISA) certifies individuals who have a minimum of three years full-time experience working in the professional tree care industry and who have passed an extensive examination covering all facets of arboriculture. Only those who have received this certification can call themselves Certified Arborists. The ISA Certified Arborist is the minimum the consumer should look for in a professional level of expertise for making important decisions concerning tree issues.

West Coast Arborists, while they have many Certified Arborists amongst their ranks, does not imply that every worker in their employ is a Certified Arborist. Their use of “Arborist” in their company name strictly means “tree workers.”

West Coast Arborists has provided the on call tree work for the Town for the past 12 months, and were found to be capable, competent and very professional in their duties. Staff recommends this contract extension for an additional year.

The City Council has a number of ongoing resources as well as new solutions to help keep up with the ever-increasing need to stay on top of the urban forest that is so prevalent in Atherton. Along with the above detailed tree contract tool with West Coast Arborist for on-call tree maintenance services and response, the Town enlists current and possible additions of the following tactics to improve the management of the Town’s tree assessment requirements:

- The Town currently enlists the services of a Consulting Certified Arborist for all of its private property and construction needs at 20 hours per week.
- The Towns Public Works Superintendent is an ISA Certified Arborist. The Superintendent’s role as Arborist is to act as the authority in managing the Town’ tree assets in the right-of-way and on Town-owned properties. The Superintendent also acts in conjunction with the Consulting Arborist to evaluate, concur with and remedy tree issues as required on both public and private properties. This duty is not one of main focus but

Tree maintenance contract extension

June 18, 2014

Page 3 of 3

usually revolves around more problematic types of maintenance and resident issues. The Town's Superintendent acts in this capacity about 5% of the time.

- The Town is considering increasing its part time dedicated arborist services to full time. This position will assist the Building, Planning and Public Works Departments to act as the Town's arbor needs expert; review planning and building plans for landscape screening and tree protection requirements; inspection of construction sites to assure all applicable ordinances are being adhered to and oversight of the right of way to establish a management plan to deal with the needs therein and to act as a liaison to committees and commissions requiring professional expertise and guidance. The Town looks to accomplish this by one of the following methods:
 - Hiring a PFT employee (40 hours per week) as Town Arborist.
 - Hiring a contractor at 40 hours per week to provide 40 hour per week of Arborist services to the Town.
- The Town is contemplating performing a complete and comprehensive tree inventory of both Town-owned and right-of-way trees that will assist with asset management as it pertains to the safety requirements for oversight of this large and liability prone resource as recommended by Town staff. This inventory coupled with a software management package will assist the forester with the database required to best spend the Town's limited resources on both a worst first and general maintenance plan for its trees.

None of the above asset management and assessment tactics relieve the Town of the requirement to have tree workers to complete the fieldwork. West Coast Arborist provides this service in a cost-effective, capable, and competent manner. Staff recommends this contract extension for an additional year. The rates for the contract extension are \$111.11 per tree crew hour of work (including after hours work) and are found to be reasonable.

FISCAL IMPACT

The Town currently has \$86,345 budgeted in its 2014-15 budget for tree work. Staff anticipates \$60,000 will be spent performing on-call tree work by West Coast Arborists with the remainder reserved for other tree projects in Town including sidewalk root pruning in Lloyd Park or a comprehensive streetlight clearance effort throughout the entire Town bid out on a lump sum basis.

The current contract allows for this one year extension.

Attachment: Tree contract; tree amendment 2

2nd AMENDMENT TO THE AGREEMENT FOR TREE MAINTENANCE SERVICES BY AND BETWEEN THE TOWN OF ATHERTON AND WEST COAST ARBORISTS, INC.

This 2nd Amendment to the TREE MAINTENANCE SERVICES Agreement (“Agreement”) by and between the Town of Atherton ("Town") and West Coast Arborists, Inc. ("Contractor") for basic tree maintenance services dated July 27, 2012, extends the original Agreement for an additional year commencing July 1, 2014 and ending June 30, 2015.

- A. Town and Contractor are parties to that certain Agreement for Tree Maintenance services dated July 27, 2012 (Agreement).
- B. The Agreement called for an extension of up to 3 years.
- C. The Agreement was previously extended for a one year period, and now Town and Contractor desire to extend the Agreement for an additional one year period until June 30, 2015.

The Agreement is hereby amended as follows:

- 1. Section 1, TERM OF AGREEMENT, is amended by adding the following sentence: “The term is extended for an additional 12 months, to expire on June 30, 2015 pursuant to provisions of this paragraph.”
- 2. The remaining terms and conditions of the Amended Agreement shall remain in full force and effect.

Dated: June ____, 2014

TOWN OF ATHERTON:

CONTRACTOR:

By: _____
George Rodericks, City Manager

Patrick Mahoney, President

ATTEST:

Approved as to Form

Theresa DellaSanta, City Clerk

William B. Conners, City Attorney