



## **Item No. 14 Town of Atherton**

### **CITY COUNCIL STAFF REPORT – CONSENT AGENDA**

**TO: HONORABLE MAYOR AND CITY COUNCIL  
GEORGE RODERICKS, CITY MANAGER**

**FROM: SALLY BENTZ DALTON, TOWN ARBORIST**

**DATE: APRIL 18, 2018**

**SUBJECT: APPROVAL OF AGREEMENT WITH WEST COAST ARBORISTS,  
INC. FOR PUBLIC TREE MAINTENANCE**

### **RECOMMENDATION**

Award a contract for Public Tree Maintenance with West Coast Arborists, Inc. in the amount of \$85,000 for annual maintenance for public trees in FY 2018-2019; direct the City Attorney to prepare the contract; and authorize the City Manager to execute the contract on behalf of the Town.

### **BACKGROUND**

The Town of Atherton maintains public street trees and public park trees. In June 2012, the Town of Atherton entered into a contract with West Coast Arborists, Inc. (WCA) for Tree Maintenance services. The contract with WCA expired on June 30, 2017 and has been operating month-to-month since that time. The quality of service has been good and West Coast Arborists, Inc. has been very cooperative in performing emergency tree pruning and removals since the contract expired.

The City of Oakley issued a Request for Proposal (RFP) in 2017, for tree maintenance services and followed a formal bid solicitation process. The City of Oakley received one proposal, from WCA, in response to the RFP. On August 8, 2017 the City of Oakley adopted the resolution to enter into a tree maintenance contract with WCA. WCA has agreed to allow Atherton to “piggy-back” on its bid to the City of Oakley by offering the same rates to Atherton.

### **FINDINGS**

WCA is a professional tree maintenance company serving over 220 municipalities and public agencies throughout the states of California, Arizona and Nevada. The Town of Atherton has not had any problems with the service provided by WCA.

Atherton will save the cost of preparing, issuing, evaluating and contracting with a vendor through use of the piggyback purchasing provisions contained in the Municipal Code, Section 3.16.140(e). WCA has agreed to provide similar services to the Town of Atherton consistent with the terms and conditions set forth in the Oakley's RFP.

Pursuant to the provisions of the Municipal Code, Atherton will enter into its own agreement with WCA. The Town will be invoiced directly and will receive its own monthly report of maintenance activities. The agreement will cover pruning, stump removal, tree planting, pesticide treatment, emergency call outs, inventory reports, watering and root services as needed.

### **FISCAL IMPACT**

Funds for the maintenance of public trees, including required pruning and removal of dead trees, are located within the Public Works Budget. The funds are used on an "as needed" basis. The proposed FY 2018-19 Public Works Budget includes \$70,000 for public street trees and \$15,000 for public park trees. West Coast Arborists, Inc. service prices are attached below and are consistent with current operations and expectations for work in Atherton.

Staff recommends two annual renewal options be incorporated into the base contract.

### **PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

### **ATTACHMENTS**

West Coast Arborists, Inc. proposal to the City of Oakley, including service list and pricing.



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