

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

108



**FROM:** Fire Department

**SUBMITTAL DATE:**  
March 29, 2005

**SUBJECT: LARGE PARCEL TREE ABATEMENT SERVICES**

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Authorize the Purchasing Agent to issue individual Purchase orders through June 01, 2007 with the following qualified Licensed Timber Operators (LTO): A.J. Acosta, Co., Inc., Kincaid Logging Company, Inc., Monett Logging, Pacific Slope Tree Cooperative, Inc., Quality Enterprises, Inc., R. Mountain/Global, and Sullivan Logging Company, Inc.; for an aggregate amount not to exceed \$2,000,000;
2. Authorize the Purchasing Agent to issue individual Purchase Orders to the lowest cost bid submitted for each Invitation For Bid (IFB); and
3. Waive the Purchasing Agent's \$100,000 limit on individual Purchase Orders issued for competitively bid personal services.

**(Continued on Page 2)**

Departmental Concurrence

*[Signature]*  
ROBERT J. HOWDYSHELL, Director  
Purchasing and Fleet Services

*[Signature]*  
CRAIG E. ANTHONY, County Fire Chief

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 250,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	04/05

<b>SOURCE OF FUNDS:</b> Natural Resource Conservation Service Emergency Watershed Protection Program (United States Department of Agriculture)	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**  
**APPROVE**

**County Executive Office Signature** *[Signature]*

- Dep't Recomm.:  Consent  Policy
- Per Exec. Ofc.:  Consent  Policy

**Prev. Agn. Ref.:** \_\_\_\_\_ **District:** \_\_\_\_\_ **Agenda Number:** **3.11**

**Board of Supervisors**

**Form 11: LARGE PARCEL TREE ABATEMENT SERVICES**

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**BACKGROUND**

On April 13, 2004 the Board adopted a Memorandum of Understanding with the Natural Resource Conservation Service (NRCS) and their Emergency Watershed Protection (EWP) program for them to assist us with the overwhelming dead and dying tree removal process. The MOU drafted by NRCS outlined a general plan of work to implement the EWP. Detailed plans were to be developed with separate "project agreements" for those endeavors that are mutually agreed upon.

On May 6, 2004 NRCS State Conservationist Chuck Bell declared the current tree mortality emergency and wildlife threat to be an "exigency situation" (equivalent to extreme emergency) allowing NRCS to take action to help accelerate the work. On May 25, 2004 the Board approved Project Agreement #2 with the NRCS to provide \$2,000,000 directly to the County to be administered through our Fire Department to supplement County contracts where trees are already marked and ready to be removed but simply lack funding to move forward.

On November 10, 2004, County Purchasing issued Request For Qualifications (RFQ) number PUARC546 to pre-qualify Licensed Timber Operators and to establish a competitive method to fell and remove trees on large parcels where traditional logging activities constitute the majority of the work. Solicitations were sent to 15 potential contractors and posted on the County's website. Twenty-four people attended the pre-bid conference held on November 30th, 2004 resulting in eleven responses to the RFQ. The seven most responsive and responsible proposals were selected based on the evaluation criteria listed in the RFQ and the contractors placed on a Qualified Contractor List.

Each time the RCOFD determines the need to fell and remove trees on a large parcel or bundle of parcels, they will contact County Purchasing to release a competitive Invitation for Bid (IFB) to the Qualified Contractors allowing them the opportunity to provide a cost quote for each project. With the Board of Supervisors' approval, County Purchasing will then issue purchase orders to the lowest bidder(s), not to exceed an aggregate of \$2,000,000.