

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

633A



FROM: TLMA - Transportation Department

SUBMITTAL DATE:
December 15, 2008

SUBJECT: Approval of a Personal Service Agreement for Tree Trimming and Removal Services for Landscaping and Lighting Maintenance District no. 89-1-Consolidated (L&LMD No. 89-1-C) within the Transportation Department

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and execute the multi-purpose personal service agreement from the lowest responsive/responsible vendor based on competitive bids plus the 5% local preference differential for tree trimming and removal services for the Transportation Department, and:
2. Authorize the Chairman of the Board of Supervisors to execute the agreement on behalf of the County with the option to renew annually for up to two (2) additional one-year periods, and:

Juan C. Perez
Director of Transportation

JAW:mh

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 375,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ -0-	Budget Adjustment:	No
	Annual Net County Cost:	\$ -0-	For Fiscal Year:	2008/09
SOURCE OF FUNDS: L&LMD No. 89-1-C assessments (100%)				Positions To Be Deleted Per A-30 <input type="checkbox"/>
				Requires 4/5 Vote <input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY
Tina Grande

County Executive Office Signature

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

Prev. Agn. Ref.

District: All

Agenda Number:

3.41

FORM APPROVED COUNTY COUNSEL
 BY:
 MARSHAL L. VICTOR
 DATE: 12/18/08
 Departmental Concurrence

The Honorable Board of Supervisors

RE: Approval of a Personal Service Agreement for Tree Trimming and Removal Services for Landscaping and Lighting Maintenance District no. 89-1-Consolidated (L&LMD No. 89-1-C) within the Transportation Department

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3. Approve the annual amount of \$375,000 for FY 2008-2009.

BACKGROUND: The service required is for tree trimming and removal services within Landscaping and Lighting Maintenance District No. 89-1-Consolidated (L&LMD No. 89-1-C) zones. The maintenance for this project is funded by special assessment to the property owners within L&LMD No. 89-1-C.

L&LMD No. 89-1-C maintains landscaping and trees within specific L&LMD No. 89-1-C zones within the County maintained road right-of-way. The services to be provided under this contract include tree trimming, tree removal (only as a last resort), and replacement; palm tree trimming, palm tree skinning, palm tree removal (only as a last resort), and palm tree replacement; and other tree issues requiring a certified arborist to perform, inspect, advise, and/or review.

The Transportation Department issued a formal Request for Quote (RFQ) and solicitations were sent to 34 vendors. Four (4) vendors attended the mandatory bidders meeting. Four (4) responses were received with a cost range of \$38.75 to \$64.50 a full tree trim, a cost range of \$30.00 to \$45.00 for a palm tree trim, and cost range of \$125.00 to \$675.00 per a tree removal and stump grind. United Pacific Services, Inc. based in La Habra was the lowest responsive/responsible overall bidder at \$38.75 for a full tree trim, \$30.00 for a palm tree trim, and \$125.00 per a tree removal. United Pacific Services, Inc. provided a quote to fulfill the necessary requirements mandatory for tree trimming services including an employed fulltime certified tree Arborist. Local preference was applied and did not affect low bid. This bid includes prevailing wage rates. Representatives from the Transportation Department evaluated all proposals and recommend the lowest vendor, United Pacific Services, Inc. receive the award.

The annual amount of \$375,000 includes a contractual contingency amount not to exceed \$75,000 annually for costs outside the scope of regular tree and palm trimming, including but not limited to replacement of diseased trees and palms, arborist's reports, utility issues, wound repair, wind damage, emergency response/call out, damage due to vehicle accidents, and vandalism. Contractor shall submit a written request to the County for any costs outside the regular tree trimming schedule that the County provides the Contractor under the scope of maintenance. Contractor understands and agrees that the costs shall not be incurred against the contingency, and the County will not be liable for such costs, without prior written authorization from the County. Contractor understands and agrees that the County is under no obligation to purchase any specified amount of services.

County Counsel has approved the Agreement as to form.