



SUBMITTAL TO THE BOARD OF DIRECTORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



FROM: Regional Park & Open-Space District

SUBMITTAL DATE: 11/12/09

SUBJECT: Approval of the Agreement with West Coast Arborist Inc. to provide Tree Trimming, Removal, Planting and Emergency On-Call Services without Securing Competitive Bids

RECOMMENDED MOTION: That the Board:

- 1. Approves the Agreement between the Riverside County Regional Park & Open-Space District and West Coast Arborist Inc., without securing competitive bids in accordance with Ordinance 459.4, for one year at an annual cost not to exceed \$60,000 with the option to renew the agreement for four additional one-year periods for Tree Trimming, Removal, Planting and Emergency On-Call Services for the Park District; and
2. Authorizes the chairperson to execute four (4) Agreements;
3. Directs the Clerk of the Board to return three (3) copies of the Agreement to the Park District for distribution; and
4. Authorizes the Purchasing Agent, in accordance with Ordinance No. 459.4, to exercise the renewal option based on the availability of fiscal funding and to sign amendments that do not change the substantive terms of the agreement, including amendments to the compensation provision that do not exceed the annual CPI rates.

BACKGROUND: A Park District wide program for the maintenance, removal, planting and emergency on-call services for a variety of traditional trees, native trees and plants throughout the Park District was implemented five years ago through the bid process. Park facilities include Blythe, the mountain and desert

JS/mg
748-Tree Trimming PKARC-060

Scott Bangle, General Manager

Table with 2 columns: FINANCIAL DATA and values. Rows include Current F.Y. Total Cost, Current F.Y. Net County Cost, Annual Net County Cost, In Current Year Budget, Budget Adjustment, and For Fiscal Year.

Table with 2 columns: SOURCE OF FUNDS and Positions To Be Deleted Per A-30. Includes Requires 4/5 Vote checkbox.

C.E.O. RECOMMENDATION:

APPROVE

BY: Alex Gann
Alex Gann

County Executive Office Signature

- Dept't Recomm.: Policy (checked), Consent (unchecked)
Per Exec. Ofc.: Policy (checked), Consent (unchecked)

Prev. Agn. Ref.: District: All Agenda Number:

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

13.1

FORM APPROVED COUNTY COUNSEL BY: LARISA R-MCKENNA DATE: 12/3/09 Purchasing: Mark Seiler, Assistant Director

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areas and the Inland Empire. The successful contractor was West Coast Arborist Inc. Prior year maintenance was performed by Park District personnel. Due to the growth, expansion, required equipment and expertise to perform the work, it was necessary to outsource the work to a qualified contractor. The current contract with West Coast Arborist Inc. has expired and required re-bidding.

PRICE REASONABLENESS: On September 16, 2009, the Park District advertised on the website and distributed twenty two "Request for Proposals" (RFP) to potential contractors for the Tree Trimming, Removal, Planting and On-Call Services. Proposals were distributed to contractors from the original bid list and new contractors were selected as potential contractors. Five firms attended the pre-proposal conference. The RFP closed on October 8, 2009 with one proposal received.

The Park District contacted several of the vendors to inquire about the lack of responses. The bidders responded that they were unable to bid on the project due to existing work load, lack of equipment necessary to perform the work on trees that exceed 60 feet tall, or they were not interested. Therefore, the review committee reviewed the proposal and based on West Coast Arborist Inc. overall responsiveness to the requirements of the scope of work, quality of work plan, contractors experience, overall cost and references. West Coast Arborist Inc. was deemed qualified as a responsive/responsible vendor. West Coast Arborist Inc. submitted a lower project cost for hourly rates, cost of trees planted, removal and stump grinding compared to prior years. Project cost is based on hourly rates for crew members, emergency on-call services and tree stump grinding. Cost for tree removal and planting are determined by each tree planted or inches removed. Total annual amount not to exceed \$60,000 has been approved in the Fiscal Year 2009-2010 budget.