



CITY OF LONG BEACH

DEPARTMENT OF PARKS, RECREATION & MARINE

C-13

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July 17, 2007

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. PA-02307 and award a contract to United Pacific Services, Inc., to provide tree trimming services, in the total estimated annual amount of \$600,000 for a one-year period commencing July 1, 2007, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is requested to enter into an annual contract for tree trimming services. Due to limited funding over the past decade, the Department of Parks, Recreation and Marine (PRM) has been unable to properly address the tree trimming needs in City parks since the late 1990s. This lack of routine maintenance has left the majority of the park trees top heavy and overgrown. This added weight is causing larger limbs to break off, posing a potential safety hazard. There are also a number of dead trees that require removal.

PRM received a one-time appropriation of \$500,000 in the General Fund (GP) to initially address urgent tree trimming needs in heavily used park areas, with a particular focus on playgrounds. Additional funding is required to complete the task of trimming all overgrown trees within the City's parks and to establish a regular tree trimming cycle. An additional \$100,000 has been budgeted in the Tidelands Fund (TF) to trim trees on the beaches and other tidelands areas.

The bid was advertised on April 3, 2007 and required mandatory attendance of the pre-bid conference on April 17, 2007. Six potential bidders specializing in tree trimming services attended and five bids were submitted. Of the five bids submitted, none are Minority-owned Business Enterprises (MBEs), Women-owned Business Enterprises (WBEs), Long Beach businesses, or certified Small Business Enterprises (SBEs). The bid document was made available from the Purchasing Division located on the Plaza Level of City Hall and the Division's website at www.longbeach.gov/purchasing. A bid announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 31 local, minority and women's business groups. Bids were opened on April 24, 2007. United Pacific Services, Inc., of La Habra, CA, is the lowest responsible bidder.

This matter was reviewed by Deputy City Attorney Lori A. Conway on March 29, 2007, and Budget and Performance Management Bureau Manager David Wodynski on May 31, 2007.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. PA-02307 and award a contract concurrently is requested on July 17, 2007, to ensure that a contract is in place expeditiously.

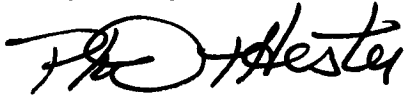
FISCAL IMPACT

One-time funding for Fiscal Year 2007 in the amount of \$500,000 is budgeted in the General Fund (GP) and \$100,000 is included in the Tidelands Fund (TF) in the Department of Parks, Recreation and Marine. The City will have the option of adding expenditures up to 10 percent (or \$60,000 annually) above the contract amount.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



PHIL T. HESTER
DIRECTOR OF PARKS, RECREATION AND MARINE

APPROVED:



ANTHONY W. BATTS
CITY MANAGER