



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard, 6th Floor • Long Beach, CA 90802 • (562) 570-6200 • Fax (562) 570-5099

November 18, 2014

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt a Resolution authorizing the City Manager to execute a contract with West Coast Arborists, Inc., of Anaheim, CA, for providing as-needed tree trimming services on the same terms and conditions afforded to the City of Tustin, CA, in an annual amount of \$2,135,000, and authorize a 25 percent contingency in the amount of \$533,750, for a total annual amount not to exceed \$2,668,750 for a period of two years, with the option to renew for two additional one-year periods, at the discretion of the City Manager; authorize the City Manager or designee to execute all documents necessary to enter into the contract, including any necessary amendments thereto; and

Amend purchase order No. BPPW14000026 with West Coast Arborists, Inc., by adding \$410,000 for a total amount not to exceed \$505,000. (Citywide)

DISCUSSION

City Council approval is requested to enter into an annual contract with West Coast Arborists, Inc. (WCA), for providing as-needed tree trimming services.

The Parks, Recreation and Marine (PRM) and Public Works (PW) Departments have historically held separate contracts for as-needed tree trimming. This request will consolidate the City's tree trimming needs into one contract to attain standardization. WCA is familiar with the City's needs for both Departments. The firm has provided as-needed tree trimming services to the City since 2008. They completed a tree inventory for PW, and are currently contracted to conduct a tree inventory for PRM. As such, WCA will be able to provide ongoing updates to these inventories and can present a uniform consolidated master inventory for the City. This contract is used for as-needed tree trimming maintenance to prevent trees from becoming top heavy and overgrown on City streets, parks, beach areas, marinas, and on Metropolitan Transportation Authority (MTA) Right-of-Way sites.

City Charter Section 1802 provides an alternative procurement method by permitting the City to purchase or otherwise obtain services, supplies, materials, equipment, and labor with other governmental agencies by purchasing under their contracts on a voluntary and selective basis when authorized by a Resolution of the City Council.

The Parks, Recreation and Marine and Public Works Departments, in conjunction with the Financial Management Department, Purchasing Division, have investigated procurement options and learned that the City of Tustin, CA, had completed a competitive Request for Proposals (RFP) process for tree trimming services in July 2013 and has a contract with WCA that also meets the City's needs.

The previous contract with WCA, expired on June 1, 2014. An interim purchase order in the amount of \$95,000 was issued to continue services without any disruptions while a new contract award was pursued. To ensure continuity of services until the new contract is in place, an additional amount of \$410,000 is requested, increasing the total of the interim purchase order to \$505,000.

This matter was reviewed by Deputy City Attorney Linda T. Vu on October 29, 2014 and by Budget Management Officer Victoria Bell on October 30, 2014.

TIMING CONSIDERATIONS

City Council action to adopt the attached Resolution and execute a contract concurrently is requested on November 18, 2014 to ensure that the contract is in place expeditiously.

FISCAL IMPACT

The cost of the contract is an annual amount not to exceed \$2,668,750, including the 25 percent contingency, and is budgeted in various funds and departments. Based on previous experience, it is estimated that roughly 80 percent of the contract expense will be funded by the General Fund (GF). To continue services until the new contract is in place, an increase of \$410,000 to the interim purchase order is requested for a revised total of \$505,000. The award of this contract will provide continued support to our local economy by assisting in the preservation of employment for 21 full-time employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

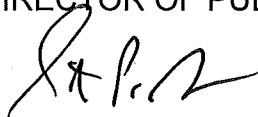
Respectfully submitted,



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT



ARA MALOYAN
DIRECTOR OF PUBLIC WORKS



GEORGE CHAPJIAN ^{for}
DIRECTOR OF PARKS, RECREATION AND MARINE

JG:JM:AT
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APPROVED:



PATRICK H. WEST
CITY MANAGER

1 RESOLUTION NO.

2
3 A RESOLUTION OF THE CITY COUNCIL OF THE
4 CITY OF LONG BEACH AUTHORIZING THE CITY
5 MANAGER TO EXECUTE AN AGREEMENT WITH WEST
6 COAST ARBORISTS, INC. FOR AS-NEEDED TREE
7 TRIMMING SERVICES THROUGH THEIR CONTRACT
8 WITH THE CITY OF TUSTIN IN AN AMOUNT NOT TO
9 EXCEED \$2,135,000

10
11 WHEREAS, the Charter of the City of Long Beach (the "City"), Section
12 1802, permits the City to purchase services, supplies, materials, equipment and labor
13 with other government agencies by purchasing under their contracts on a voluntary and
14 selective basis when authorized by resolution; and

15 WHEREAS, the City desires to purchase as-needed tree trimming services;
16 and

17 WHEREAS, the City of Tustin, CA has a contract for the purchase of as-
18 needed tree trimming services ("Tustin Contract"); and

19 WHEREAS, the City's participation in the Tustin Contract will facilitate
20 timely acquisition of the as-needed tree trimming services as well as provide
21 considerable cost benefits to the City; and

22 WHEREAS, if the City had to utilize a formal bid process rather than
23 participate in the Tustin Contract considerably more funds would be required;

24 NOW, THEREFORE, the City Council of the City of Long Beach resolves as
25 follows:

26 Section 1. The above recitals are true and correct and are incorporated
27 herein by this reference.

28 Section 2. The City Manager of the City is hereby authorized to enter an

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

1 agreement with West Coast Arborists, Inc. for as-needed tree trimming services, on
2 substantially the same terms as the City of Tustin except as modified by mutual
3 agreement of the City and West Coast Arborists, Inc., and the purchase by the City shall
4 be on the same terms and conditions afforded to the City of Tustin in an amount not to
5 exceed Two Million One Hundred Thirty-Five Thousand Dollars (\$2,135,000), annually,
6 for a period of two (2) years, with the option to renew for two (2) additional one-year
7 periods.

8 Section 3. This resolution shall take effect immediately upon its adoption
9 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

10 I hereby certify that the foregoing resolution was adopted by the City
11 Council of the City of Long Beach at its meeting of _____, 20__ by the
12 following vote:

13
14 Ayes: Councilmembers: _____

15 _____

16 _____

17 _____

18 Noes: Councilmembers: _____

19 _____

20 Absent: Councilmembers: _____

21 _____

22
23
24 _____
City Clerk

25
26
27
28