



Legislation Text

File #: 15-038, **Version:** 1

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH WEST COAST ARBORISTS, INC. FOR PALM TREE TRIMMING SERVICES

Staff Contact: Jack Friedline, Director, Public Works

Purpose and Recommended Action

This is a request for City Council to authorize the City Manager to enter into an agreement with West Coast Arborists, Inc. for an initial one-year period in an amount not to exceed \$47,000 for palm tree trimming services. This request also authorizes the City Manager, at her discretion, to renew the agreement annually for an additional three years in an amount not to exceed \$188,000 over the full four-year period.

Background

The City of Glendale annually maintains the palm trees in the city's right-of-ways by having the trees trimmed and skinned to keep the trees healthy and aesthetically pleasing for residents. The timing of palm tree trimming is critical so that the old fronds are removed along with the flowering stems/seed pods at the same time or else the tree will need to be trimmed twice each year.

Analysis

Materials Management issued an Invitation for Bid (IFB) 15-16 in June of 2014 for Palm Tree Trimming Services. Four bids were received with West Coast Arborists, Inc. providing the lowest responsible and responsive offer. Due to the timing of the IFB issuance and the immediate necessity to trim the flowering and seeding palm trees prior to September 2014, West Coast Arborists, Inc. entered into an initial one-year agreement with the city in the amount of \$47,000 for palm tree trimming services (C-9182).

The terms of IFB 15-16 allowed for a multi-year agreement with lower bid pricing that is in the best interest of the city. Because of this, staff is recommending Council approval of a new agreement with a multi-year contract term.

Community Benefit/Public Involvement

Palm trees need to be trimmed on an annual basis for both tree health and pedestrian/vehicle safety. This will keep the trees healthy and aesthetically pleasing for residents as well as clean up falling palm tree debris in the city right-of-way.

Budget and Financial Impacts

Funding is available in the fiscal year 2014-15 Right-of-Way Maintenance fund. Expenditures with West Coast

Arborists, Inc. are not to exceed \$47,000 annually, and in an amount not to exceed \$188,000 over the full four-year term period pending Council approval.

Cost	Fund-Department-Account
\$47,000	1340-16710-518200, Right of Way Maintenance

Capital Expense? No

Budgeted? Yes

Requesting Budget or Appropriation Transfer? No

If yes, where will the transfer be taken from?