



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council

FROM: City Manager

SUBJECT: Tree Maintenance Services Award of Agreement

MEETING DATE: September 26, 2023

RECOMMENDATION:

The City Council will consider for adoption a Resolution approving an Award of Agreement to Great Scott Tree Service for tree maintenance services for an initial term of 3 (three) years effective October 2, 2023 with an option to extend for an additional 2 (two) years.

BACKGROUND:

On November 22, 2022, City Council approved the First Amendment to the Agreement with West Coast Arborists (WCA) for tree maintenance services to extend the term until October 1, 2023 and directed staff to release a Request for Proposals (RFP). Staff released the RFP on July 11, 2023 with a proposal submittal deadline of August 10, 2023. The City of Commerce received 5 proposals from Great Scott Tree Service, West Coast Arborists, Mariposa Tree Management, North Star, and Golden West ranging in quality and capability as well as annual costs.

ANALYSIS:

In general, proposals were evaluated for their quality, completeness, corporate capability, customer service program, safety training program, industrial safety record, information management system, pruning program, equipment availability, and fee schedule. Table 1.0 depicts each proposer along with the final evaluation scores and total costs. Table 2.0 below arranges each proposer according to the proposed annual cost.

TABLE 1.0: Proposers by Score/Ranking	Total Scores		Total Annual Cost	Extra Cost of Forest Study
	Rating 1	Rating 2		
Great Scott Tree Care	100	100	\$199,660	\$20,000
West Coast Arborists	90	94	\$217,540	\$25,000
Mariposa Tree Service	81	93	\$226,480	\$20,000
North Star Land Care	71	80	\$205,620	\$125,000
Golden West Arbor Service	63	72	\$253,300	\$120,000

Table 2.0: Proposers by Cost	Total Annual Cost
Great Scott Tree Care	\$199,660
North Star Land Care	\$205,620
Mariposa Tree Service	\$217,540
West Coast Arborists	\$226,480
Golden West Arbor Service	\$253,300

Great Scott Tree Care ranks first in both of these criteria. Based on the analysis discussed herein, staff recommends awarding an Agreement for Tree Maintenance Services to Great Scott Tree Service Company for an initial term of three (3) years effective October 2, 2023 with an option to extend the term of service by an additional two (2) years.

ALTERNATIVES:

1. Approve staff recommendation.
2. Disapprove staff recommendation.
3. Provide further direction to staff.

FISCAL IMPACT:

The contract award amount for annual tree maintenance services is \$199,660 and budgeted in the current Fiscal Year operating budget account 10-5165-55021.10067.

RELATIONSHIP TO STRATEGIC GOALS:

The agenda item relates to the 2016 Strategic Plan

Community Quality of Life

Guiding Principle #5:

Foster environmentally conscious initiatives and continue to identify and develop city codes that support a clean, well-maintained, sustainable community.

Recommended by: Gina Nila, Department of Public Works
Reviewed by: Vilko Domic, Assistant City Manager
Approved as to form: Noel Tapia, City Attorney
Respectfully submitted: Edgar P. Cisneros, City Manager

ATTACHMENTS:

1. Resolution
2. Agreement