



## CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council

**Item No.** \_\_\_\_\_

**FROM:** City Manager

**SUBJECT:** Authorize a Request for Proposals (RFP) for Tree Maintenance Services or Provide for Further Direction

**MEETING DATE:** July 2, 2019

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### **RECOMMENDATION:**

City Council to authorize staff to issue a request for proposals (RFP) for tree maintenance services or alternatively City Council may provide direction to staff on one of the other options outlined below.

### **ANALYSIS:**

The City executed a tree maintenance service contract effective October 1, 2014 with West Coast Arborists (WCA). The initial period of five years from the effective date is due to expire on October 1, 2019. The contract allows for the consideration of a three year extension per the City's discretion. WCA provides service to the City without complaint from residents or businesses.

Regarding the City's ongoing tree maintenance service contract, the Council may choose an action from among the following options or recommend another option:

Staff is seeking direction from Council and will return at a later meeting with a report and associated documents to execute Council's recommended action.

### **BACKGROUND:**

In a separate report on July 2, 2019, staff reported to Council information on the upcoming I-5 Freeway Widening Mitigation Tree Planting Program with TreePeople, the contractor. This project requires the identification of 1,100 new tree planting locations in Commerce. The City has a tree inventory. However, staff was approached by Loyola Marymount University's (LMU) Center for Urban Resilience who are working with TreePeople to create a digital tree location database with a grant from Edison International. LMU offered to create a digital database of all trees in the City of Commerce that can be used to identify and prioritize tree planting locations most beneficial to improve the environment. Staff agreed to partner with LMU, free of charge, to the City and work in conjunction with

TreePeople and LMU on the tree planting project and community outreach effort. Completion of the LMU tree database is expected in the fall of 2019.

**ALTERNATIVES:**

1. Direct staff to issue an RFP (RECOMMENDATION); or
2. Extend the term of the agreements; or
3. Extend the agreement and direct staff to return to Council for consideration of issuing an RFP the year the agreement will expire per the extension, namely 2022; or
4. Provide alternative direction to staff.

**FISCAL IMPACT:**

There is no fiscal impact to the City of Commerce with any of these actions at this time.

**RELATIONSHIP TO STRATEGIC GOALS:**

This item is related to a specific 2016 Strategic Goal to “develop and invest in infrastructure and beautification projects that support economic growth.”

Respectfully submitted: Edgar P. Cisneros, City Manager  
Prepared by: Gina Nila, Deputy Director of Public Works Operations  
Reviewed by: Vilko Domic, Finance Director  
Approved as to form: Noel Tapia, City Attorney