



# Monterey County

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

## Board Report

Legistar File Number: 18-738

July 24, 2018

**Introduced:** 7/10/2018

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign retroactive Countywide Service Agreements for the provision of Tree Pruning and Removal Services to the County of Monterey with: New Image Landscape Company; South Bay Tree Care, Inc.; Tope's Tree Service, Inc.; and West Coast Arborists, Inc. The initial term of the Agreements will begin July 1, 2018 and terminate June 30, 2021, with an option to extend the Agreements for two (2) additional one (1) year periods. Work contracted under this Agreement shall not exceed \$10,000 per project, with an annual aggregate amount not to exceed \$250,000.00 for all Agreements issued under RFP #10659 in accordance with the terms and conditions set within each Agreement; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign additional Countrywide Service Agreements for Tree Pruning and Removal Services with qualified contractors who meet the minimum requirements of the County of Monterey.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign retroactive Countywide Service Agreements for the provision of Tree Pruning and Removal Services to the County of Monterey with: New Image Landscape Company; South Bay Tree Care, Inc.; Tope's Tree Service, Inc.; and West Coast Arborists, Inc. The initial term of the Agreements will begin July 1, 2018 and terminate June 30, 2021, with an option to extend the Agreements for two (2) additional one (1) year periods. Work contracted under this Agreement shall not exceed \$10,000 per project, with an annual aggregate amount not to exceed \$250,000.00 for all Agreements issued under RFP #10659 in accordance with the terms and conditions set within each Agreement; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign additional Countrywide Service Agreements for Tree Pruning and Removal Services with qualified contractors who meet the minimum requirements of the County of Monterey.

### SUMMARY/DISCUSSION:

Services will include, but are not limited to, pruning trees, removal of trees and other miscellaneous tree care services following the specifications and schedules detailed in the Countywide Service Agreements. Each Agreement is based on the County requirements as set forth in the terms and conditions of RFP #10659. Each Agreement will be included in the County Service Agreement list, eliminating the need for each County department to execute separate agreements. Based on historical usage, the early aggregate value is estimated not to exceed \$250,000.00 for all Agreements, and authority is only requested up to that amount. Copies of the Agreements are on file with the Clerk of the Board.

This will also authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign additional Countywide Service Agreements for Tree Pruning and Removal Services with qualified contractors who meet the minimum requirements of the County of Monterey.

OTHER AGENCY INVOLVEMENT:

County Counsel has review and approved this request, as has the Auditor -Controller's Office.

FINANCING:

Funds for these services are contained within the approved budget allocations of the departments utilizing the services. Expenditures will depend on the actual services requested by individual County departments.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

*These actions will help ensure the timely provision of necessary services to all County Departments.*

Mark a check to the related board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Tom Skinner, Management Analyst III  
Approved by: Michael Derr, Contract/Purchasing Officer

Attachments:

- New Image Landscape Company Agreement
- South Bay Tree Care, Inc. Agreement
- Tope's Tree Service, Inc. Agreement
- West Coast Arborists, Inc. Agreement