



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY**

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Craig Griesbach, Director of Building

Agricultural Commissioner

Building Department

Environmental Health

Planning Department

Dept. of Public Works

**NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo**

MEETING DATE: January 22, 2019

TO: Board of Supervisors

FROM: **Jeff Merriman, Code Compliance Program Manager**

SUBJECT: Resolution Approving a Contract between the County of Nevada and Tree Pro Tree Services, Inc. to Provide Hazardous Vegetation Abatement Services and Authorizing the Chair of the Board of Supervisors to Execute the Contract in a Maximum Contract Amount of \$38,500

RECOMMENDATION: Adopt the resolution.

FUNDING: This contract will impact the Fiscal Year 2018/19 Code Compliance budget. There is sufficient budget available at this time. However, to mitigate the impacts to the Nuisance Abatement Fund and in recognition of the connection to a Board of Supervisors A Priority, a reimbursement from the General Fund will be presented in Consolidated Budget Amendment #2.

BACKGROUND:

Reducing the risk of wildfire and the effects of wildfire on life property and the environment is an A Priority for the Board of Supervisors. The Community Development Agency, Code Compliance Division, serves as the enforcement agency of the County's Hazardous Vegetation Ordinance (Sec. G-IV Article 7), which was adopted in support of this Priority. The local fire official has the initial responsibility of attempting to help the property owner bring the parcel into compliance. When this is not achievable, the matter may be referred to the Code Compliance Division for abatement.

On October 2, 2018, CalFire referred the subject property to the Code Compliance Division for abatement, after CalFire had exhausted all efforts to help the property owner come into compliance. The subject parcel contains approximately 24 dead or dying trees within a 100-foot strip of land to adjacent neighboring structures. Additionally, there are immediate safety risks posed to the adjacent parcels due to the hazardous vegetation present, including a recent incident of dead or decaying trees falling, making this project urgent. In order to mitigate the health and safety threats to the neighbors, the Code Compliance Division has been working with various County Departments to proceed with an abatement of the hazardous vegetation

To identify the lowest responsive and responsible firm for this project, the Department enlisted the assistance of the Purchasing Division to develop an informal solicitation for these services. Purchasing

used a competitively awarded qualified list for these services to invite vendors to participate. Three firms were invited to a Job Walk at the subject location where the Code & Cannabis Program Manager answered questions related to the Scope of Work and site conditions.

Bids were due December 7, 2018 where two (2) bids were received. Each bid response was evaluated for compliance to the scope of work, project start time, project completion period as well as license/ DIR validation in accordance with the Public Contract Code. The lowest responsive and responsible bidder was determined to be Tree Pro Tree Service, Inc. of Penryn, CA, with a bid of \$38,500. No bid protests were received.

Staff recommends the Board of Supervisors approve this contract.

Item Initiated by: Jeff Merriman
Approved by: Craig Griesbach

Submittal Date: December 18, 2018
Revision Date: January 9, 2019