



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
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Sean Powers  
Community Development Agency Director

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

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**MEETING DATE:** October 24, 2017  
**TO:** Board of Supervisors  
**FROM:** Joshua Pack, Principal Civil Engineer  
**SUBJECT:** **Approval of Contract with West Coast Arborists, Inc. for Tree and Vegetation Trimming and Removal Services and Budget Amendment with a 4/5 Affirmative Vote Required**

**RECOMMENDATION:** Approve the attached resolution.

**FUNDING:** Funding is for Fiscal Year 2017/18 and impacts the Roads Maintenance Budget by \$150,000 from Gas Tax Funds. There is no impact to the General Fund and a budget amendment is included for consideration.

**BACKGROUND:**

California continues to experience the negative effects of the recent drought that includes tree mortality. Since 2010 the U.S. Forest Service estimates that more than 102 million drought-stressed and beetle-ravaged trees have died across 7.7 million acres of California Forest. More than half of those died last year alone. Even after this past year's historic rainfall, tree mortality issues will continue as trees begin to recover from prolonged drought and regain their defenses.

Nevada County continues to see an increased number of dead and dying trees on public property. These concerns were highlighted by the Board of Supervisors adoption of Resolution 16-468, proclaiming a local emergency in Nevada County due to extreme tree mortality. In addition, the Board of Supervisors recently included tree mortality and wildfire concerns as one of only five "Priority A" objectives in 2017 and directed staff to prioritize the implementation of existing county programs and procedures to address these concerns.

In most typical years, the Department of Public Works issues small on-call personal services contracts for local tree felling contractors for the removal of dead and dying trees on public property. However, the rapid increase in dead and dying trees forced the county to increase its maximum on-call contract for tree felling and brush removal services twice during the past fiscal year (from \$25,000 to \$125,000) to combat this critical issue. Public Works expects a continued need for increased tree trimming and vegetation removal services in the coming years.

Other county departments in the past have also independently negotiated and entered into separate personal services contracts for tree and vegetation trimming and removal services. The county has an interest in consolidating those services into a single contract to provide on-call tree and vegetation trimming and removal services for all publicly owned properties, including publicly maintained roads and road rights of way, facilities, and other improved and unimproved public properties. Public Works would administer the contract, and other departments would coordinate work requests with Public Works.

On July 14, 2017 the Purchasing Agent released a Request for Proposals (RFP) for Tree and Vegetation Trimming and Removal Services. On August 10<sup>th</sup> five (5) proposals were received. The proposals were reviewed by an in-house selection panel and evaluated based on a scoring methodology identified in the RFP. The two (2) top ranking firms were then selected for oral interviews. Based on these oral interviews, West Coast Arborists, Inc. (“WCA”) was selected as the top ranked firm to provide these services. WCA currently provides similar services to numerous jurisdictions throughout California that includes 164 cities and 13 counties.

Staff proposes an initial contract from November 1, 2017 through June 30, 2019. The contract would be eligible for up to four (4) additional annual renewals beginning July 1, 2019. No additional renewals would be permitted after June 30, 2023.

**Item Initiated by:** Joshua Pack, Principal Civil Engineer

**Approved by:** Trisha Tillotson, Director of Public Works

**Submittal Date:** September 21, 2017

**Revision Date:**