



AGENDA REPORT
SAN CLEMENTE CITY COUNCIL MEETING
Meeting Date: May 15, 2018

Agenda Item 6-F
Approvals:
City Manager [Signature]
Dept. Head [Signature]
Attorney [Signature]
Finance [Signature]

Department: Public Works
Prepared By: Tom Bonigut, Public Works Director/City Engineer

Subject: ***AMENDMENT NO. 3 TO THE AGREEMENT WITH ROD'S TREE SERVICE FOR TREE MAINTENANCE SERVICES.***

Fiscal Impact: None. The approved Fiscal Year (FY) 2018 budget includes funding for this action, and the proposed FY 2019 budget would include required funding.

Summary: This report requests City Council approval to amend the existing tree maintenance services agreement with Rod's Tree Service as further described below.

Discussion: The existing agreement with Rod's Tree Service for tree maintenance services expires at the end of the current fiscal year (i.e. June 30, 2018). City staff recently completed a citywide tree inventory and is now developing a comprehensive tree policy pursuant to the specific implementation measures in the City's General Plan. The proposed tree policy will be presented for City Council consideration by the end of this calendar year. Since the new policy will likely influence tree maintenance service requirements, staff recommends that the existing agreement with Rod's Tree Service be extended for one year, to expire at the end of FY 2019 (i.e. June 30, 2019). This will allow staff to prepare updated tree maintenance specifications that reflect the new City Council approved comprehensive tree policy.

The proposed amendment will also increase the expenditure cap in the agreement to match the current approved budget and proposed FY 2019 budget. The existing agreement has a base contract limit of \$250,625 with a supplemental services limit of \$62,660, for a total contract amount of \$313,285. The approved FY 2018 budget included an increased base contract amount of \$297,625 to account for prevailing wage rates and a slightly increased supplemental amount of \$68,375 for a grand total of \$366,000. The approved budget also includes \$18,000 for arborist services performed by Rod's Tree Service but which are not part of the current agreement. Additionally, during the recent mid-year budget adjustments the City Council approved additional supplemental funding of \$48,000 for the work to replace trees in the Esplanade median. Altogether, the approved FY 2018 budget includes \$432,000 for services provided by Rod's Tree Service, but the current agreement expenditure cap has not been adjusted to reflect the approved budget. The proposed amendment would increase the cap to \$432,000 for FY 2018, and set a cap of \$384,000 for FY 2019. The FY 2018 amount is higher than the proposed FY 2019 amount due to the one-time project to replace the Esplanade trees.

Recommended

Action: STAFF RECOMMENDS THAT the City Council approve and authorize the Mayor to execute Amendment No. 3 to the Agreement with Rod's Tree Service for tree maintenance services.

Attachment: The Agreement Amendment No. 3 is available for review at the City Clerk's office.

Notification: Rod's Tree Service

s:\cd\engineering\secure\admin\2018\5-15-18\5-15-18-6r.docx