

**APPROVED**  
NOV 07 2008

REPORT OF GENERAL MANAGER

NO. 08-307

DATE November 7, 2008

**BOARD OF RECREATION  
and PARK COMMISSIONERS**

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: FORESTRY – PERSONAL SERVICE CONTRACTS FOR EMERGENCY  
PARKLAND TREE TRIMMING AND TREE REMOVAL

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
S. Huntley \_\_\_\_\_  
V. Israel \_\_\_\_\_

J. Kolb \_\_\_\_\_  
F. Mok \_\_\_\_\_  
\*K. Regan KR  
M. Shull \_\_\_\_\_

[Signature]  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve a twelve (12) month contract between the City of Los Angeles and West Coast Arborists, Inc., to provide as-needed emergency parkland tree trimming and removal services, pending Request for Proposal preparation and selection of new contractors, in an amount not to exceed \$99,000, substantially in the form on file in the Board Office, subject to the approval of the Mayor, in accordance with Executive Directive No. 3, and the City Attorney approval as to form;
2. Approve a twelve (12) month contract between the City of Los Angeles and Davey Tree Surgery Company to provide as-needed emergency parkland tree trimming and removal services, pending Request for Proposal preparation and selection of new contractors, in an amount not to exceed \$99,000, substantially in the form on file in the Board Office, subject to the approval of the Mayor, in accordance with Executive Directive No. 3, and the City Attorney approval as to form;
3. Approve a twelve (12) month contract between the City of Los Angeles and Andre Landscape Service, Inc., to provide as-needed emergency parkland tree trimming and removal services, pending Request for Proposal preparation and selection of new contractors, in an amount not to exceed \$99,000, substantially in the form on file in the Board Office, subject to the approval of the Mayor, in accordance with Executive Directive No. 3, and the City Attorney approval as to form;

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4. Find, in accordance with Charter Section 1022, that the Department of Recreation and Parks (Department) does not have available in its employ personnel to undertake these specialized professional tasks for all of the City's 398 parks on an emergency as-needed basis, and that it is more feasible to secure these services by contract;
5. Find, in accordance with Charter Section 371 and Los Angeles Administrative Code Section 10.15(a)(2), that a competitive bidding process is not practicable or advantageous to the City as it will take approximately one-year for the Department to complete a Request for Proposal (RFP) process and execute a long-term contract, and the urgent nature of these services requires that qualified contractors always be available immediately for public safety and liability purposes;
6. Direct the Board Office Secretary to transmit the proposed contracts, concurrently, to the Mayor, in accordance with Executive Directive No. 3, and to the City Attorney, for approval as to form; and,
7. Authorize the Board President and Secretary to execute the contracts subsequent to receipt of the necessary approvals.

### SUMMARY:

The Department of Recreation and Parks (Department) currently maintains active contracts for tree trimming (Truegreen Landcare, Contract No. 3172) and tree removal services (West Coast Arborists, Inc., Contract No. 3173). The contracts with Truegreen Landcare and West Coast Arborists, Inc. will expire on November 15, 2008.

The Department is in the process of preparing a Request for Proposals (RFP) in order to award a long-term contract to a qualified tree trimming and tree removal company. Because the RFP process will take approximately one-year thru contract execution, it is imperative that interim short-term contracts be awarded to address emergency tree trimming and tree removal needs to ensure public safety and minimize exposure to liability issues and claims.

The Department has attempted to enlist the assistance of tree trimming contractors used by the Department of Public Works, Bureau of Street Services, but was unsuccessful as the contracts are project and site specific. Also, unlike the clearance requirements for trimming street trees, park trees are trimmed only as much as necessary to prolong the health and longevity of the tree, maintain structural integrity, enhance the natural form, and delay the need for additional pruning. The contractors selected must provide certified arborists to supervise the pruning and removal process using proper arboricultural practices to protect against long-term damage.

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On July 30, 2008, the Personnel Department completed a Charter Section 1022 review and determined that the City classification of Tree Surgeon, Tree Surgeon Assistant and Tree Surgeon Supervisor may perform the necessary tree trimming and removal services. However, the Personnel Department also stated that while the Department has the resources to provide tree trimming and removal services, they do not have sufficient or adequate personnel to provide these services to all of the City's 398 parks on an emergency as-needed basis. The Personnel Department also stated that the Department of Water and Power, the Harbor Department and the Department of Public Works, Bureau of Street Services, have the classifications to perform the services. This Department requested of each of them whether they would be able to supply the services to us, but none of the Departments responded that they would be able to perform the required services.

### FISCAL IMPACT STATEMENT:

Funding for emergency tree trimming and tree removal is available in Fund 302, Account 3040 (Contractual Services Account) in the amount of \$104,830 for FY 2008-09. Additional funding in the amount of \$300,000 is available in the Fund 302, Account 321K-TT (Golf Surcharge Account - Tree Trimming). Additional sources of funding may be utilized depending on the facility requesting services.

This report was prepared by Laura Bauernfeind, Principal Grounds Maintenance Supervisor, Forestry Division.