

REPORT OF GENERAL MANAGER

NO. 11-059

DATE February 16, 2011

C.D. Various

**APPROVED**  
**FEB 18 2011**  
**BOARD OF RECREATION  
and PARK COMMISSIONERS**

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARKLAND TREE TRIMMING AND REMOVAL SERVICES AT VARIOUS CITY PARKS AND FACILITIES REQUEST FOR PROPOSALS – REJECTION OF ALL PROPOSALS RECEIVED, RETURN OF PROPOSAL DEPOSITS AND RELEASE OF A NEW REQUEST FOR PROPOSALS

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\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Reject all seven proposals received on September 22, 2009, in response to the Parkland Tree Trimming and Removal Services at Various City Parks and Facilities Request for Proposals (RFP);
2. Direct staff to return all proposal deposits to the proposers; and,
3. Authorize staff to release a new RFP, substantially in the form on file in the Board Office for Parkland Tree Trimming and Removal Services at Various City Parks and Facilities, subject to approval by the City Attorney as to form.

SUMMARY:

On May 20, 2009, the Board approved the release of the Parkland Tree Trimming and Removal Services at Various City Parks and Facilities RFP in order to select a responsible contractor to enter into a one (1) year contract with two (2) one-year renewal options, to provide timely tree trimming and removal of unstable park trees on an as-needed basis (Board Report No. 09-138).

The RFP was released on June 15, 2009. The proposal conference was held on July 28, 2009. The Department received seven (7) proposals on September 22, 2009:

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- Davey Tree Surgery Company
- International Environmental Corporation
- Mariposa Landscapes, Inc.
- So. Cal Tree Care, Inc.
- Travers Tree Service, Inc.
- Trimming Land Co., Inc.
- West Coast Arborists, Inc.

Due to the economic downturn in 2009, and the uncertain reduction in Department expenditures through 2010, the RFP was placed on hold pending instructions from the Planning and Construction Division (Division). The Division has determined that it continues to be in the Department's best interest to move forward with the RFP.

Since it has been sixteen (16) months since receipt of the proposals, and the pricing as submitted in the proposals received on September 22, 2009, would need to be adjusted or guaranteed as submitted by the proposers, and due to staff reassignments where the analyst and supervisor previously assigned to the RFP are no longer in the Service Contracts Group, it is recommended that the proposals received on September 22, 2009 be rejected, the proposal deposits be returned and the RFP for Parkland Tree Trimming and Removal Services at Various City Parks and Facilities be re-released.

The selected contractor will be utilized on projects funded with special funds, such as those using Proposition 40, Quimby Fees, and Golf Division Funds, allowing the Department's Forestry Division to use limited General Funds to reduce the existing back-log of emergency tree work at various RAP facilities.

It is anticipated that a new RFP process could be expedited and completed within eight to ten months of release.

### FISCAL IMPACT STATEMENT:

The rejection of all proposals, the return of proposal deposits, and the release of the RFP for Parkland Tree Trimming and Removal Services at Various City Parks and Facilities has no impact on the General Fund.

This report was prepared by Nancy Jeffers, Management Analyst II, Finance Division, Service Contract Group.