



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of City Council

FROM: Daniel Gho, Public Works Director

MEETING DATE: October 5, 2016

SUBJECT: Amendment agreement with Tope's Tree Service, Inc. for Professional Tree Services

CEQA STATUS: This action qualifies for a Class 1 Exemption for existing facilities in accord with CEQA Guidelines Section 15301

RECOMMENDATION

Authorize the City Manager to amend the agreement with Tope's Tree Service, Inc., to increase tree maintenance services by \$25,000 per fiscal year.

BACKGROUND

On February 19, 2014, the City Council authorized the City Manager to enter an agreement with Tope's Tree Service and West Coast Arborist for tree maintenance services in the City of Pacific Grove. At that time, both Topes Tree Service and West Coast Arborist entered into agreements with the City for \$25,000 per fiscal year to be allocated out of the Forestry Budget for tree maintenance services.

Subsequently, on November 4, 2015, an amendment to Topes Tree Service's contract was approved by Council to increase tree maintenance services by an additional \$25,000 per fiscal year and extended the original contract until June 30, 2016, with options to extend the contract for two additional fiscal years by mutual agreement, which was exercised for fiscal year 2016/17.

DISCUSSION

The City has consistently used Tope's Tree Service since April 14, 2014 to perform tree maintenance and removals on City owned property. For two fiscal years the City also used West Coast Arborist to perform scheduled maintenance activates, but on April 13, 2016 West Coast's contract expired. The City opted not to renew the contract with West Coast Arborist as their response time to emergencies was not what was expected by the City, the City would have to schedule routine maintenance months out, and cost of services exceeded our expectations.

As part of the budget process City Staff included funding into the 2016/17 budget for tree services at the level that would support both contractors, but it is the recommendation to transfer all funding allocated towards tree maintenance services to Topes Tree Service. Topes Tree Services provides the City with excellent service, they are available 24 hours a day, and always respond promptly in the time of emergency. By approving this amendment to the contract this

would allocate \$75,000 per fiscal year towards Topes Tree Service for the remainder of this year but also \$75,000 for fiscal year 2017/18. A majority of the additional \$25,000 will be used during the winter months to address storm related emergencies and maintenance.

CEQA

This action qualifies for a Class 1 Exemption for existing facilities in accord with CEQA Guidelines Section 15301. The action involves maintenance of existing uses.

OPTIONS

1. Do nothing
2. Approve a lesser amount towards an amendment

FISCAL IMPACT

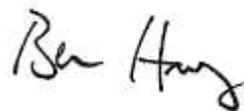
Funds for the proposed additional contract amendment of \$25,000 are available in the General Fund 01, Division 513, Forestry. No budget amendment is needed.

RESPECTFULLY SUBMITTED:



Daniel Gho
Public Works Director

REVIEWED BY:



Ben Harvey
City Manager