



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 10/17/2023

ITEM NO: 8

DATE: October 03, 2023
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute an Agreement for Services with Bay Area Tree Specialists for Tree Removal and Stump Grinding of Eighteen Eucalyptus Trees Located on Overlook Road for a Total Agreement Amount not to Exceed \$186,300

RECOMMENDATION:

Authorize the Town Manager to execute an Agreement for Services with Bay Area Tree Specialists for tree removal and stump grinding of eighteen Eucalyptus trees located on Overlook Road for a total agreement amount not to exceed \$186,300 (Attachment 1).

BACKGROUND:

On March 21, 2023, Town Council received a report on Roadside Fire Fuel Reduction (Vegetation Management) (CIP 812-0130). In the report, eighteen Eucalyptus trees located on Overlook Road were identified as dangerous as two very large Eucalyptus trees located on Overlook Road fell during the winter storms. Town Council directed staff to remove the eighteen trees and grind the stumps on Overlook Road utilizing available Town-match grant funding for wildfire fuel load reduction.

DISCUSSION:

Staff initiated a Request for Bids (RFB) for tree removal and stump grinding services specifically for the eighteen Eucalyptus trees located on Overlook Road between Wissahickon Avenue and Madrone Avenue. Firms were asked to provide their capability and qualifications for these

PREPARED BY: Jim Harbin
Superintendent

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Director of Parks and Public Works

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DISCUSSION (continued):

services and to provide a lump sum total for all work needed. Five proposals were received on September 29, 2023, with the results presented in Attachment 2.

Staff determined that Bay Area Tree Specialists is the best qualified and the most cost competitive firm to provide the requested services. Bay Area Tree Specialists provide large scale Eucalyptus tree removal services for several Bay Area municipalities including the Town of Woodside and San Mateo County Parks Department.

CONCLUSION:

Authorize the Town Manager to execute an Agreement for Services with Bay Area Tree Specialists for tree removals and stump grinding of eighteen Eucalyptus trees located on Overlook Road for a total agreement amount not to exceed \$186,300.

FISCAL IMPACT:

The adopted Fiscal Year 2023/24 – 2027/28 Capital Improvement Program (CIP Budget) is sufficient for this Agreement for Services.

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Roadside Fire Fuel Reduction CIP No. 812-0130		
SOURCE	Budget	Costs
GFAR	\$ 75,191	
GFAR - Town Match for USDA Grant	\$ 750,000	
USDA Grant Funds	\$ 750,000	
Total Budget	\$ 1,575,191	
USE		
GFAR Town Match - USDA Grant Expenditures:		
Agreement for Services with Bay Area Tree Specialists (Approved with this Staff Report)		\$ 186,300
Total Expenditures		\$ 186,300
Remaining GFAR		\$ 75,191
Remaining GFAR - Town Match - USDA Grant		\$ 563,700
Remaining Grant - USDA Grant Funds		\$ 750,000
Remaining Budget		\$ 1,388,891

ENVIRONMENTAL ASSESSMENT:

This is a project as defined under CEQA but is Categorically Exempt (Section 15301c). A Notice of Exemption was filed.

Attachments:

1. Agreement for Services with Exhibit A
2. Bid Summary