



# STAFF REPORT

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**Meeting Type:** Board of Directors  
**Title:** Amendment No. 1 to Contract No. 2004 with The Professional Tree Care Co. for Tree Maintenance  
**From:** Darren Machado, Operations Director  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** June 2, 2026

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**TYPE OF ITEM:** X      Action                      Information

**RECOMMENDATION:** Authorize the General Manager to execute Amendment No. 1 to Contract No. 2004 with The Professional Tree Care Co. to extend the contract term for one additional year and not to exceed \$256,255

**SUMMARY:** On June 6, 2023, the Board of Directors approved a three-year contract with The Professional Tree Care Co. for tree maintenance at various District sites and on watershed lands. The contract included options to extend the term of the contract in one (1) year increments for up to an additional two years.

Per section 1.18 of Contract No. 2004, the contractor is allowed to escalate the unit prices in accordance with the San Francisco-Oakland-San Jose Consumer Price Index (CPI). Contractor provided in writing they would like to keep their rates the same as they were in the last year (FY26) of the original Contract.

**DISCUSSION:** In October of 2019, the District adopted the Biodiversity, Fire, and Fuels Integrated Plan (BFFIP) which outlines the actions the District will implement to reduce wildfire hazards and to maintain and enhance ecosystem function. Under the BFFIP, there are 27 management actions that are being implemented to fulfill the goals and approach described in the BFFIP. Vegetation management under the BFFIP aims to reduce fuel loads, maintain fuel break infrastructure, preserve defensible space, reduce invasive weed species, manage hazardous trees and enhance biodiversity. Vegetation management is conducted continuously throughout the year with the primary goal of reducing fuel loads and maintaining the watershed's biological diversity. This contract extension will support fuel reduction work, forestry restoration, and hazardous tree management, which is necessary to reduce wildfire fuel issues and enhance native plants.

The Facilities Maintenance Department coordinates tree maintenance work at all tank and pump sites on an as-needed basis. Staff continually visit sites to identify and prioritize trees with safety risk

factors. Once trees are identified, staff prioritize pruning and removal to ensure public safety and help reduce potential fire risks. Hazardous trees are also regularly inventoried by Watershed Maintenance Staff and prioritized based on proximity to critical facilities and the immediacy of potential risk. The probability of a hazard tree impacting a target such as a building, power or communication line, visitor use facility or road, is evaluated during each inventory. Identified trees are most often structurally unsound and may be pest infested, diseased, storm damaged, pose a fire risk or are otherwise in decline. These are often large diameter trees that require climbing, boom trucks and cranes to address.

The current contract expires June 30, 2026. The District has an ongoing need for contractor support for fuel reduction and hazardous tree work. Staff proposes exercising the District’s option to extend services for one additional year. Staff is recommending that the Board approve the contract extension and authorize the General Manager to execute the First Amendment to Contract No. 2004 to extend the contract term for one additional year with a total not to exceed amount of \$256,255.



**ENVIRONMENTAL REVIEW:** Staff has reviewed the Project pursuant to the California Environmental Quality Act (CEQA) and has found that the Project is eligible for a Categorical Exemption pursuant to CEQA Guidelines Section 15301(h), Existing Facilities. The Project qualifies for exemption pursuant to section 15301(h) inasmuch as the tree maintenance contract involves maintenance of existing landscaping, native growth, and water supply reservoirs with negligible or no expansion of existing or former use. The Biodiversity, Fire and Fuels Integrated Plan (BFFIP) Environmental Impact Report was adopted in October of 2019 and covers work occurring on the watershed.

**FISCAL IMPACT:**

Funding for this first amendment is budgeted in the FY 2027 budget as an operating expenditure under the Facilities Maintenance Department (6230-6410) and the Watershed Maintenance Department (2505-6410) as both operating/capital expenditures.

**ATTACHMENT(S):**

1. First Amendment to Contract No. 2004

DEPARTMENT OR DIVISION	DEPARTMENT MANAGER	APPROVED
Operations Division	 Darren Machado Operations Director	 Ben Horenstein General Manager