



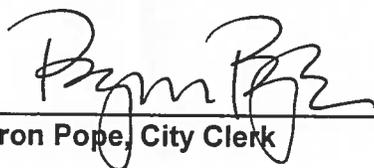
**Beverly Hills City Council Liaison/Recreation and Parks Commission
Committee will conduct a Special Meeting, at the following time and place,
and will address the agenda listed below:**

**City Hall
455 North Rexford Drive
4th Floor Conference Room A
Beverly Hills, CA 90210**

**Monday, February 13, 2017
9:00 AM**

AGENDA

- 1) Public Comment
 - a. Members of the public will be given the opportunity to directly address the Committee on any item listed on the agenda.
- 2) Results of the Tree Services Request for Proposals
- 3) Request to Add Amenities to the Electric Fountain Location at the Corner of Santa Monica and Wilshire Boulevards
- 4) Draft of the Joint Powers Agreement
- 5) Adjournment



Byron Pope, City Clerk

Posted: February 9, 2017



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Manager's Office at (310) 285-1014. Please notify the City Manager's Office at least twenty-four hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility.



STAFF REPORT

Meeting Date: February 13, 2017
To: City Council Liaisons
From: Trish Rhay, Assistant Director of Public Works
Subject: Results of the Tree Services Request for Proposals
Attachments: None

Staff will present information on the results of the tree services request for proposals and requests direction from the Council Liaison.

See Addendum #1 that was added on February 10, 2017.



STAFF REPORT

Meeting Date: February 13, 2017
To: City Council Liaisons
From: Ken Pfalzgraf, Urban Forest Manager
Subject: Results of the Tree Services Request for Proposals
Attachment: None

INTRODUCTION

The Urban Forestry bureau of the Public Works Department is responsible for the care and sustenance of approximately 25,000 street and park trees. The success of the urban forestry program might be best gauged by the fact that the City has received a Tree City USA award each year for more than three decades.

For more than two decades, the trimming, removal, planting and watering of trees in the City has been outsourced, with the vast majority of the work being provided by tree services contractor West Coast Arborists, Inc. (hereafter WCA). The current contract with WCA was initiated on January 1, 2011 for a period of five years and was set to expire on December 31, 2016. The contract also allows that the City Manager or his designee may extend the term of this Agreement for up to three additional one-year terms pursuant to the same terms and conditions of this Agreement. As is allowed per the current agreement, the contract was extended until June 30, 2017 so that an RFP process and subsequent contract award could be completed by the City.

Staff seeks direction as to whether to award and execute a contract with the top candidate company or reject all bids and work with the current vendor to extend the existing agreement.

DISCUSSION

The RFP, Bid Process, Analysis and Outcome

The RFP Document: The technical specifications for Tree Services RFP #16-36 were updated to reflect current tree care operation best practice standards before the RFP was provided to the City Attorney's office. The RFP was released on November 17, 2016.

The RFP established the minimum criteria that would be required for submitting a proposal, outlined insurance and indemnification requirements and described the selection process for a five year agreement with three annual extensions, to be exercised by the City at its sole discretion.

Meeting Date: February 13, 2017

The RFP described the high expectations that City has for those who are contracted to do work in Beverly Hills and outlined staff certification and fingerprinting/background check requirements for those individuals employed by the contractor to perform tree service work in the City. In addition, the RFP defined penalties for service deficiencies.

Proposers supplied unit price bids on 36 tree related services ranging from trimming to watering of trees.

The Bid Process: The RFP was released, via email, to 25 tree service companies and was posted on the City website. Of the 25 contractors invited, seven attended a mandatory pre-bid meeting. Three bids were submitted and evaluated in accordance with the evaluation criteria set forth in the RFP.

Analysis: Bids from the three companies were compared using the following criteria:

- 1) Quality and completeness of the proposal (15% weight)
- 2) Corporate capacity of proposer (25% weight)
- 3) Similar experience and expertise in the type of work required, with the City or other public agencies (historically including a visit to the operational facility of the bidders) (25% weight)
- 4) References (15% weight)
- 5) Cost (20% weight)

Public Works Department administration staff reviewed the quality, completeness, of the proposal, called references, and evaluated cost for an average year's work based on the type of work the City of Beverly Hills had contracted over the past three full fiscal years. A panel consisting of Recreation and Parks Commissioner Howard Rosoff and Public Works Commissioner Sandra Aronberg rated presentations by each of the bidders which were meant to assess corporate capacity. Similar experience and expertise in the type of work required with the City or other public agencies is typically evaluated with a visit to the operational facility of the bidders by the Commissioner panel. However, the Commissioners both felt comfortable that the corporate capacity ratings were directly applicable to this category as well and did not complete a site visit. Based on that input and in the interests of not skewing the results by duplicating scores from one category to the next, no points were factored in the category of Similar Experience and Expertise.

Outcome: Using the rating criteria and weighting methodology described, the final result of the RFP analysis was:

Company	Total score
Great Scott Tree Service, Inc.	72.5
West Coast Arborists, Inc.	71.5
Stay Green, Inc.	61.5

Based on the outcome of the bid evaluation, Great Scott Tree Service, Inc. received the highest score among the three bidders. All considered, Great Scott Tree Services, Inc. offered the lowest overall price, while West Coast Arborists, Inc. was rated as able to offer the higher corporate capacity.

Meeting Date: February 13, 2017

In comparison to the current pricing structure, the unit price bids on all three proposals represent a substantial cost increase to the City, ranging from approximately 23% to 61%. This presents a substantial decrease in the purchasing capacity that currently budgeted funds would provide in the care and sustenance of the City's trees. The current contractor, West Coast Arborists, Inc., cited mandated and significant cost increases related to tree worker wages and benefits on contracts signed after June 9, 2015 as the reason for a significant cost increase.

FISCAL IMPACT

At present, funds in the amount of \$1,330,176 are budgeted annually for contracted tree services in the City of Beverly Hills. Street Tree Master Plan capital improvement projects could increase the annual tree budget to nearly \$2,000,000 in future years.

The bids received in response to Tree Services RFP #16-36 represent losses in the purchasing power of current tree related funding ranging from 23% to more than 60%.

Without additional funding, this would result in extensions of the current grid trim cycles, which are just recently recovering from a period of decreased funding.

Company	Average Year Cost	% Increase Over Current
Great Scott Tree Service, Inc.	\$1,646,684.56	23%
West Coast Arborists, Inc.	\$2,162,168.65	61%
Stay Green Inc.	\$2,185,579.62	63%

RECOMMENDATION

Staff seeks direction as to whether to award and execute a contract with the top candidate company or reject all bids and work with the current vendor to extend the existing agreement.

Trish Rhay
Approved By



STAFF REPORT

Meeting Date: February 13, 2017
To: City Council Liaisons
From: Teri Angel, Recreation Services Manager
Subject: Request to Add Amenities to the Electric Fountain Location at the Corner of Santa Monica and Wilshire Boulevards

Attachments:

1. Plaque Wording
2. Photo Facsimile of the Rock and Location
3. Beverly Hills Shield Location Rendering #1
4. Beverly Hills Shield Location Rendering #2

Council Liaison feedback is requested on the recommendation by the Recreation and Parks Commission, with support from the Cultural Heritage Commission, of two additions to the Electric Fountain; the placement of a commemorative rock recognizing the Tongva Native American Tribe and the installation of the Beverly Hills Shield.

The Tongva Native American Indian in prayer on top of The Electric Fountain is symbolic of an Indian rain prayer and pays homage to the area's early inhabitants whose settlements, dating back to the 1500's, were along the streams that flowed from the canyons above.

The Electric Fountain is one of the first of its kind in the United States.

The Harold Lloyd Family and the Women's Club of Beverly Hills gifted The Electric Fountain in 1931 and it was subsequently restored in 2016.

Draft #6



This is a suggested position of the commemorative rock with text. To the right is an example of the 3 different shades of rock available.





BEVERLY HILLS - ELECTRIC FOUNTAIN
 Withire and Santa Monica N, Beverly Hills, CA 90130

FOLIUS DESIGN
 927 Walnut Avenue, Altadena, CA 91001
 1 626 792 3590

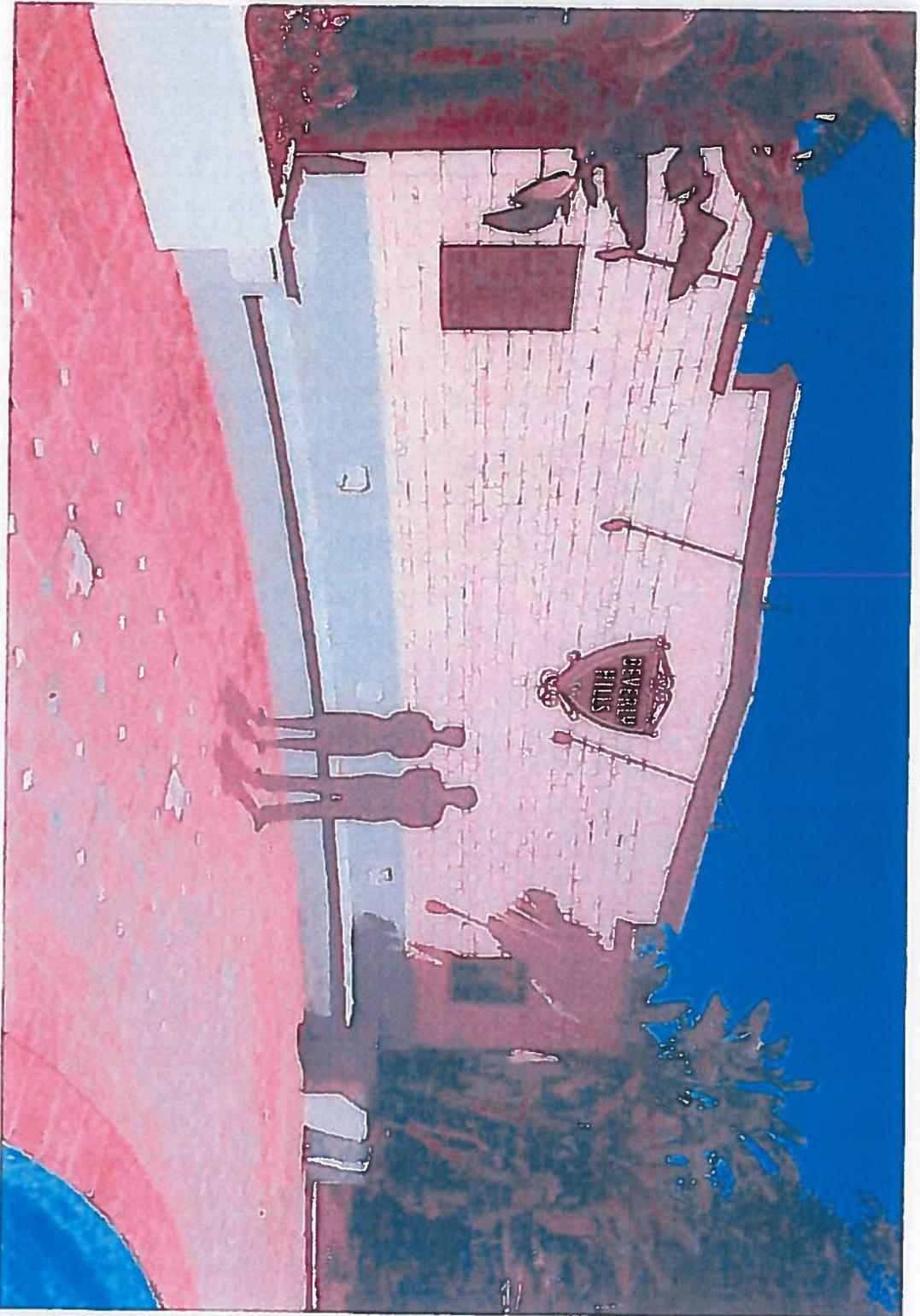
ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF FOLIUS DESIGN. THIS DOCUMENT IS THE PROPERTY OF FOLIUS DESIGN AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE OR MODIFICATION OF THIS DOCUMENT WITHOUT THE WRITTEN PERMISSION OF FOLIUS DESIGN IS STRICTLY PROHIBITED. © 2016 FOLIUS DESIGN

Date: 07/29/2016 R1 - 07/30/2016
 Project: FD 6386-24 R2 - 08/09/2016
 Drawn: GF R3 - 11/10/2016

ELECTRIC FOUNTAIN ON SHIELD
 SCALE: NTS Sheet 1 of 4

Sign Type

1.1 C



BEVERLY HILLS - ELECTRIC FOUNTAIN
 Wildshire and Santa Monica N. Beverly Hills, CA 90120

FOLLIS DESIGN
 927 Weimer Avenue, Alhambra CA 91001
 1 626 792 3590

All drawings and specifications shall be subject to the approval of the City of Beverly Hills. The client shall be responsible for obtaining all necessary permits and approvals from the City of Beverly Hills. The client shall be responsible for obtaining all necessary permits and approvals from the City of Beverly Hills. The client shall be responsible for obtaining all necessary permits and approvals from the City of Beverly Hills.

Date 07/29/2016 R1 - 07/30/2016
 Project FD 6386-24 R2 - 08/09/2016
 Drawn GF R3 - 11/10/2016

© 2016 FOLLIS DESIGN

ELECTRIC FOUNTAIN BH SHIELD

1.2C

SCALE NTS Sheet 2 of 4

Sign Type



STAFF REPORT

Meeting Date: February 13, 2017
To: City Council Liaisons
From: Nancy Hunt-Coffey, Director of Community Services
Subject: Draft of Joint Powers Agreement
Attachments: 1. NONE

The City Attorney's Office has prepared a draft of the Joint Powers Agreement between the City and the School District. The liaisons are asked to provide feedback on this draft.