



## Stanislaus Regional Housing Authority

ALPINE | AMADOR | CALAVERAS | INYO | MARIPOSA  
MONO | STANISLAUS | TUOLUMNE COUNTIES

DATE: June 27, 2024

TO: Board of Commissioners

FROM: Jim Kruse, Executive Director

SUBJECT: Action Item #12: Consider Approving the Award of Contract to Form a Pool of Contractors for Tree Maintenance Services for Authority Properties

PREPARED BY: Dawn Bonsu, Director of Business Services

RESOLUTION NO: #23-24-26

### **RECOMMENDATION:**

Staff recommends approving the award of contract to West Coast Arborist, Westside Landscaping and Concrete, and Mariposa Tree Management to form a pool of contractors to perform tree services, including but not limited to tree trimming, tree removal and stump removal for an initial contract term of one (1) year with four (4) one (1) year annual renewals.

### **SUMMARY**

Stanislaus Regional Housing Authority has determined a need to form a pool of three (3) contractors to draw from on an as-needed basis for tree services to include, but not limited to, tree trimming, tree removal and stump removal for various Housing Authority properties located within Stanislaus County. Housing Authority staff proceeded to develop the scope of work and proceeded with the procurement for services. Accordingly, the Authority published an Invitation for Bid (IFB) IFB #2324-13 and the procurement proceeded as follows:

#### **(IFB #2324-13):**

- Bid Posted: May 13, 2024
  - 74 Vendors accessed the IFB through Public Purchase.
- Bid Closed: May 23, 2024
- Number of Bids Received: Five (5)
- Ranking of Top 3 Vendors:
  - West Coast Arborist, Inc.
  - Westside Landscaping and Concrete
  - Mariposa Tree Management

<b><u>Top 3 Firm/Contractor for Pool to be Formed</u></b>	<b><u>Amount</u></b>	<b><u>Business Office Location</u></b>
West Coast Arborist, Inc.	Not to Exceed \$500,000.00	Stockton, CA
Westside Landscape and Concrete	Not to Exceed \$500,000.00	Newman, CA
Mariposa Tree Mgmt	Not to Exceed \$500,000.00	Santa Fe, CA

**Fiscal Impact:**

Total Not to Exceed \$500,000.00; Funding will be provided through operating budgets, Capital fund and other approved funding sources.

**ATTACHMENT:**

Resolution No. 23-24-26



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### RESOLUTION NO. 23-24-26

#### RESOLUTION APPROVING THE AWARD OF CONTRACT TO FORM A POOL OF CONTRACTORS FOR TREE MAINTENANCE SERVICES FOR AUTHORITY PROPERTIES

**WHEREAS**, There is a need to form a pool of contractors for tree maintenance services for Housing Authority properties; and

**WHEREAS**, Stanislaus Regional Housing Authority desires to award a contract for a pool of contractors to perform tree maintenance services for Housing Authority; and

**WHEREAS**, The procurement for the tree maintenance services was solicited in compliance with the Housing Authority Procurement Policy; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of Stanislaus Regional Housing Authority, that

1. The Contracts to form a pool of contractors to provide tree maintenance services for Housing Authority properties, with each in the amount not to exceed \$500,000.00 is approved.
2. The Executive Director is designated the Contract Officer and is authorized to execute the aforementioned contracts after legal review, for IFB #2324-13, to West Coast Arborist, Inc., Westside Landscape and Concrete, and Mariposa Tree Management, and to act on behalf of the Authority during the administration of this contract.
3. This Resolution shall take effect immediately.

**DULY AND REGULARLY ADOPTED** by the Board of Commissioners of Stanislaus Regional Housing Authority this 27<sup>th</sup> day of June, 2024. On a motion by Commissioner\_\_, seconded by Commissioner\_\_\_\_\_, and on the following roll call vote:

AYES:

NAYS

ABSENT:

ABSTAIN:

Approved: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_  
Secretary