



county of ventura

David J. Sasek, P.E.
Director

November 10, 2020

GENERAL SERVICES AGENCY

800 South Victoria Avenue, L#1000
Ventura, CA 93009
(805) 654-3700

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

SUBJECT:

Approval of, and Authorization for the Purchasing Agent to Sign, a Contract for Tree Trimming Maintenance Services with Newsem Ag, Inc. dba Greene Tree Care, in an Annual Amount of \$178,980, Effective, November 10, 2020 for a Two-Year Term; Authorization for the Purchasing Agent to Amend the Contract to Increase the Annual Amount in any Contract Year by Up to \$100,000 as Necessary to Add Additional County Sites, Require Additional Clean Up and Service-Level Changes, Authorize Short-Term or Emergency Work at Any County Site, Authorize Monthly Maintenance Rate Increases After the First Year, and Extend the Contract Term up to Three Additional One-Year Periods Subject to the Same Terms and Conditions and Maximum Annual Expenditure Limitation

RECOMMENDATIONS:

1. Approval of, and authorization for the County Purchasing Agent to sign, a contract with Newsem Ag, Inc., doing business as Greene Tree Care, effective November 10, 2020, for a two-year term, for tree trimming maintenance services to be performed at various County locations at the prices for monthly services identified in Exhibit B (Compensation Schedule) to the contract, and in the amount of \$178,980.00 per year; and
2. Authorize the County Purchasing Agent to amend the contract for the purpose of (1) adding additional County sites, (2) requiring additional clean up and service-level changes, (3) authorizing short-term or emergency work at any County site, (4) authorizing monthly maintenance rate increases after the first year, (5) increasing the annual amount of \$178,980.00 by up to \$100,000.00 in any year of the contract, not to exceed \$278,980.00 in any contract year, for such purposes, and (5) extending the contract term for up to three additional one-year periods.

Marina Verdian
Chief Deputy Director
Facilities & Materials

Greg Bergman
Administrative Services Director
Administrative Services

J. Colter Chisum
Deputy Director
Parks Department

Christopher Melton
Deputy Director
Fleet Services

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FISCAL/MANDATES IMPACT:

Mandatory: No

Source of Funding: Fund I230/Budget Unit 4723

Fund Matching Requirement: None

Impact on Other Departments: None

Summary of Revenues and Costs	<u>FY 2020-21</u>	<u>FY 2021-22</u>
Revenue:	\$ 114,348	\$ 278,980
Costs:		
Direct	\$ 114,348	\$ 278,980
Indirect-Agency/Dept.	\$ 0	\$ 0
Indirect – CAP	\$ 0	\$ 0
Total Costs	<u>\$ 114,348</u>	<u>\$ 278,980</u>
Net Gain/(Loss):	\$ 0	\$ 0

FY 2020-21 Budget Projection				
GSA – Grounds Department – Budget Unit 4723				
	Adopted Budget	Adjusted Budget	Projected Budget	Est. Savings/ (Deficit)
Appropriations	\$ 1,981,060	\$ 1,981,060	\$ 1,981,060	\$ 0
Revenue	\$ 1,967,849	\$ 1,967,849	\$ 1,967,849	\$ 0
Operating Gain/(Loss)*	(\$ 13,211)	(\$ 13,211)	(\$ 13,211)	\$ 0

*Projected operating loss will be covered by unrestricted net position. Other financing uses are included. Sufficient revenue and appropriations are included in the FY 2020-21 Adopted Budget for this item.

DISCUSSION:

The selection of Green Tree Care for this service was accomplished through a Request for Proposal (RFP) process. This was a competitive, best value procurement process initiated under County RFP No. 6000, issued on June 1, 2020. The County committee that made the selection of Greene Tree Care conducted a comprehensive technical evaluation of four proposals received during the RFP process. The proposal submitted by Greene Tree Care was judged to provide the best value to the County, all factors considered.

The General Services Agency has sufficient budget appropriations for Fiscal Year (FY) 2020-21 to cover payments for the initial year of the contract. Appropriations will be included in the budget for FY 2021-22, FY 2022-23, FY 2023-24, and FY 2024-25 to cover the second year and any extensions of the contract.

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The contract's initial term, commencing November 10, 2020 is for two years. The cost of the contract is \$178,980.00 per year for the initial term for the sites currently listed on Exhibit D to the contract (Exhibit 1). By its terms, the contract may, upon mutual agreement, be extended for up to three additional one-year periods.

If your Board approves both recommendations, the County Purchasing Agent will be authorized to enter into such extensions, and also to negotiate price adjustments at any time during the entire term of the agreement for purposes of adding additional County sites, approving short-term or emergency work, making service-level changes, and for authorizing monthly maintenance rate increases after the first year, so long as the total cost of such changes and modifications does not exceed \$100,000 above \$178,980.00, during any contract year.

This letter has been reviewed by the County Executive Office, Auditor-Controller's Office, and County Counsel. If you have any questions regarding this item, please call Cliff Chroust at (805) 654-3718.

A handwritten signature in black ink, appearing to read 'D. Sasek', written over a horizontal line.

David J. Sasek, P.E.
Director

Exhibit 1 – County of Ventura Contract #8303 with Compensation Schedule

cc: Cliff Chroust, General Services Agency Procurement
Marina Verdian, General Service Agency Facilities and Materials