



**GENERAL SERVICES AGENCY  
PARKS & RECREATION  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
J. STEVEN WORTHLEY  
District Four  
MIKE ENNIS  
District Five

**AGENDA DATE:** August 28, 2018 - **REVISED**

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
County Counsel Sign-Off	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
CONTACT PERSON: Maria Benavides		PHONE: (559) 624-7223		

**SUBJECT:** Request Authorization to Pay Past Due Parks Invoice For Fiscal Year 2017/18

**REQUEST(S):**  
That the Board of Supervisors:

1. Approve a payment to West Coast Arborists, Inc. in the amount of \$6,942.00 for services performed in fiscal year 2017/18.
2. Find that the Board had the authority to engage the services and pay the invoice for services performed in fiscal year 2017/18, and that it was in the County's best interest to engage the services at that time.

**SUMMARY:**  
In fiscal year 2017/18, the County entered into Professional Service Agreement No. PA2611 with West Coast Arborists, Inc. for general tree trimming as requested by the County. A total of \$20,000 was encumbered to pay for services under this agreement. West Coast Arborist Invoice No. 137927 for \$6,942 required an encumbrance increase to pay. However, the work was scheduled near the close of the fiscal year, and additional funds were not encumbered prior to the work being performed or before the end of the fiscal year.

The GSA Purchasing Division does not have the authority to approve payment for services incurred in the prior fiscal year under the current agreement. Therefore, it is requested that the Board authorize payment in the amount of \$6,942 to West Coast Arborists, Inc. for services rendered.

**SUBJECT:** Request Authorization to Pay Past Due Parks Invoice For Fiscal Year  
2017/18

**DATE:** August 28, 2018

**FISCAL IMPACT/FINANCING:**

Parks fiscal year 2018/19 budget line 1110-7043-300 has sufficient funds to cover the cost of the invoice.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

This item is aligned with the County's Strategic Business Plan Economic Well-Being Initiative. The approval of the item will ensure that the County is promoting economic development while effectively managing growth.

**ADMINISTRATIVE SIGN-OFF:**



Neil Pilegard  
Parks & Recreation Manager

cc: County Administrative Office

Attachment(s) Invoice No.137927 West Coast Arborists, Inc.

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF REQUEST )  
AUTHORIZATION TO PAY PAST DUE ) Resolution No. \_\_\_\_\_  
PARKS INVOICE FOR FISCAL YEAR )  
2017/18 )

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: MICHAEL C. SPATA  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Approved a payment to West Coast Arborists, Inc. in the amount of \$6,942.00 for services performed in Fiscal Year 2017/18.
2. Found that the Board had the authority to engage the services and pay the invoice for services performed in fiscal year 2017/18, and that it was in the County's best interest to engage the services at that time.





EXHIBIT A

RECEIVED  
TULARE COUNTY  
JUL 01 2018

# INVOICE

## West Coast Arborists, Inc.

2200 E. Via Burton Anaheim, California 92806

714.991.1900 • 800.521.3714 • fax 714.956.3745 • WCAINC.com • EIN# 95-3250682

Invoice Date	PO #	Terms	Cust. #	Job #	Invoice #
6/15/2018	PA2611	DUE UPON RECEIPT	109	39992	137927

Customer	Job Description/Location
COUNTY OF TULARE <b>ATTN: NEIL PILEGARD</b> 5953 SOUTH MOONEY BLVD VISALIA, CA 93277	<b>17-18 Facilities Tree Maintenance</b>  See attached list of locations & quantities Work Completed: 6/1/2018 - 6/15/2018

TREE MAINTENANCE DESCRIPTION	QTY	U/M	PRICE	COUNT	TOTAL
Crew Rental - per man	89	Man Hour	\$78.00		\$6,942.00
					<b>TOTAL DUE: \$6,942.00</b>

Call Rosa Cantu 800.521.3714 for payment.

APPROVED FOR PAYMENT

GENERAL SERVICES

BY

*Neil Pilegard* 7/16/18

1110-7043  
300

We send our sincere thanks & appreciation for your business.

**STEVE HUNT, Area Manager**

shunt@wcainc.com - 559.351.6060 cell

**BECCA HALCON, Customer Service Representative**

rhalcon@wcainc.com - 805.671.5092

**DISCLAIMER:** West Coast Arborists, Inc. insures the quality of work performed, however, we do not insure the City's entire tree population from failure. Arborists are tree specialists who use their education to reduce the risk of living near trees. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.



# WORK SUMMARY

**JOB #39992**

**17-18 Facilities Tree Maintenance**

SUMMARY BY COST	QTY	U/M	PRICE	COUNT	TOTAL
Grid Pruning - LMD	0	Each	\$68.00		\$0.00
Grid Pruning - GF	0	Each	\$83.00		\$0.00
Aesthetic Pruning 0-6 DSH	0	Each	\$42.00		\$0.00
Aesthetic Pruning 7-12 DSH	0	Each	\$100.00		\$0.00
Aesthetic Pruning 13-18 DSH	0	Each	\$184.00		\$0.00
Aesthetic Pruning 19-24 DSH	0	Each	\$289.00		\$0.00
Aesthetic Pruning 25-30 DSH	0	Each	\$367.00		\$0.00
Aesthetic Pruning 31+ DSH	0	Each	\$520.00		\$0.00
Clearance Pruning	0	Each	\$52.00		\$0.00
Coco Palm Pruning	0	Each	\$52.00		\$0.00
Washingtonia Palm Pruning	0	Each	\$52.00		\$0.00
Date Palm Pruning	0	Each	\$299.00		\$0.00
Palm Tree Skinning	0	Foot	\$19.00		\$0.00
Tree & Stump Removal 0-36 DSH	0	Inch	\$30.00		\$0.00
Tree & Stump Removal > 36 DSH	0	Inch	\$51.00		\$0.00
Tree Only Removal	0	Inch	\$26.00		\$0.00
Stump Only Removal	0	Inch	\$14.70		\$0.00
Plant 15 Gallon Tree	0	Each	\$173.00		\$0.00
Plant 24" Box Tree	0	Each	\$309.00		\$0.00
Plant 36" Box Tree	0	Each	\$1,155.00		\$0.00
Root Barrier Installation	0	Linear Foot	\$26.00		\$0.00
Root Pruning	0	Linear Foot	\$26.00		\$0.00
Crew Rental - per man	119.50	Man Hour	\$78.00		\$9,321.00
Emergency Crew Rental - per man	0	Man Hour	\$100.00		\$0.00
Specialty Equipment Rental	0	Hour	\$100.00		\$0.00
Watering	0	Day	\$630.00		\$0.00
Arborist Services	0	Man Hour	\$131.00		\$0.00
GPS Tree Inventory	0	Each	\$3.00		\$0.00
GPS Tree Inventory Updates	0	Each	\$5.00		\$0.00

**YEAR TO DATE SUMMARY: \$9,321.00**

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# WORK SUMMARY

JOB #39992

17-18 Facilities Tree Maintenance

SUMMARY BY WORK TYPE		TOTAL
Prune	Safety Prune Backup - Crew	3
<b>TOTAL PRUNES:</b>		<b>3</b>
Removal	Stump Only Removal Backup - Crew	3
Removal	Tree & Stump Removal Backup - Crew	14
<b>TOTAL REMOVALS:</b>		<b>17</b>

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Dist	Street Address	Side	Tree	On Address	Botanical	Common	DSH	HT	Date
0	1834 X BURREL AV /W		1		Sequoia sempervirens	COAST REDWOOD	20.0	28	6/8/2018
0	1834 X BURREL AV /W		2		Sequoia sempervirens	COAST REDWOOD	20.0	28	6/8/2018
0	2501 X BURREL AV /W		1		Sequoia sempervirens	COAST REDWOOD	20.0	38	6/6/2018
0	2501 X BURREL AV /W		2		Sequoia sempervirens	COAST REDWOOD	20.0	40	6/6/2018
0	2637 BURREL AV /W		1		Pinus halepensis	ALEPPO PINE	50.0	90	6/6/2018
0	2637 BURREL AV /W		2		Sequoia sempervirens	COAST REDWOOD	11.0	25	6/6/2018
0	2637 BURREL AV /W		3		Sequoia sempervirens	COAST REDWOOD	11.0	25	6/6/2018
0	2800 BURREL AV /W		1		Sequoia sempervirens	COAST REDWOOD	11.0	26	6/7/2018
0	2800 BURREL AV /W		2		Sequoia sempervirens	COAST REDWOOD	11.0	25	6/7/2018
0	2800 BURREL AV /W		3		Pyrus kawakamii	EVERGREEN PEAR	10.0	25	6/7/2018
0	2800 BURREL AV /W		4		Fraxinus angustifolia oxycarpa	RAYWOOD ASH	20.0	28	6/7/2018
0	2800 BURREL AV /W		5		Fraxinus angustifolia oxycarpa	RAYWOOD ASH	20.0	28	6/7/2018

RECORD COUNT: 12

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COUNTY OF TULARE - TREE MAINTENANCE PROGRAM

Stump Only Removal Backup - Crew

6/1/2018 - 6/15/2018

Dist	Street Address	Side	Tree	On Address	Botanical	Common	DSH	HT	Date
0	2800 BURREL AV /W		6		Stump	STUMP	20.0	1	6/8/2018
0	2800 BURREL AV /W		7		Stump	STUMP	6.0	1	6/8/2018
0	2800 BURREL AV /W		8		Stump	STUMP	15.0	1	6/8/2018

RECORD COUNT: 3

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Crew Rental - per man

COUNTY OF TULARE - TREE MAINTENANCE PROGRAM

Date	Job Location	Work Performed	Men	Hours	Man Hrs	Rate	Amount	Comments
6/6/2018	2501X,2637 BURREL AV /W	REMOVE MISC TREES FOR SAFETY;GRIND STUMPS	4.00	9.00	36.00	78.00	2,808.00	5 TREES,STUMPS
6/7/2018	2800 BURREL AV /W	REMOVE MISC TREES FOR SAFETY;GRIND STUMPS	3.00	9.00	27.00	78.00	2,106.00	5 TREES,STUMPS
6/8/2018	2800 BURREL AV /W	REMOVE;GRIND STUMPS FOR SAFETY	4.00	2.75	11.00	78.00	858.00	3 STUMPS
6/8/2018	1834X BURREL AV /W	REMOVE REDWOOD TREES FOR SAFETY;GRIND STUMPS	4.00	3.75	15.00	78.00	1,170.00	2 TREES,STUMPS
<b>Total:</b>			<b>15.00</b>	<b>24.50</b>	<b>89.00</b>	<b>78.00</b>	<b>6,942.00</b>	

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