Agenda Item No: 1.I

PLACENTIA CITY COUNCIL AGENDA REPORT

Meeting Date: June 16, 2026

Submitted by: Ontoine Lewis

From: Public Works

Subject:
AMENDMENT NO. 2 TO MAINTENANCE SERVICES AGREEMENT WITH WEST COAST ARBORISTS INC. FOR TREE TRIMMING SERVICES

Financial Impact:
Expense: $266,336 Annual Contract Amount
Budgeted: $332,000 Proposed FY 26/27 Budget(101-80403-6012 & 218-80000-6012)

Summary:
On June 20, 2023, the City Council awarded a Maintenance Services Agreement to West Coast Arborists, Inc. (“WCA”) to provide citywide tree trimming services in an annual amount of $258,830 with a cumulative contract not to exceed amount of $776,490 over 3 years. On February 6, 2025, contract amendment No. 1 was approved within the City Administrator's authority which removed the wall vine trimming services from WCA's scope of work. The term of the current agreement is for three (3) years and is set to expire on June 30, 2026, and includes a two-year term extension at the City's discretion. Staff recommends this proposed Amendment No. 2 for City Council consideration to increase the contract not-to-exceed by an additional $532,672, or $266,336 per year to account for a rate increase of 2.9 percent and a contract term extension for two additional years, resulting in a new cumulative contract not to exceed amount of $1,309,162. The future cost of services will be proposed in the operating budgets for future fiscal years.

Recommended Action:
It is recommended that the City Council:

1. Approve Amendment No. 2 to the Maintenance Services Agreement with West Coast Arborists, Inc., for tree-trimming services in an amount not to exceed $266,336 per year (or $532,672 over two years), and extend the agreement for an additional two (2) years; and
2. Authorize the City Administrator to approve agreement amendments and contract change orders up to ten percent (10%) of the cumulative two-year contract amount, or $53,267; and
3. Authorize the City Administrator and/or her designee to execute all necessary documents, in a form approved by the City Attorney.

Strategic Plan Statement:
This item is associated with Strategic Goal No. 3: Infrastructure, Facilities, and Public Spaces

by maintaining city trees.

Discussion:
The Public Works Department utilizes WCA's services to maintain trees on arterial roadways, City parks, and public property owned and maintained by the City. The current service contract includes regular tree pruning and vine trimming along with as-needed tree removal, tree planting, emergency response, and arborist services. On June 30, 2023, the City Council approved a Maintenance Services Agreement with WCA for tree trimming services in the amount of $776,490 over an initial three-year term or $258,830 per year, with the option to extend the agreement for one (1) additional two-year term based upon contractor performance and at the discretion of the City. On February 6, 2025, contract amendment No. 1 was approved within the City Administrator's authority which removed the wall vine trimming services from WCA's scope of work due to the City's desire to utilize another company for this service. This reduced the annual amount paid to WCA from $258,830 to $206,830, but still kept the contract capacity at $776,490.

Staff recommends this proposed Amendment No. 2 for City Council consideration to increase the contract not-to-exceed by an additional $532,672, or $266,336 per year to account for a rate increase of 2.9 percent and a contract term extension for two additional years, resulting in a new cumulative contract not to exceed amount of $1,309,162. The future cost of services will be proposed in the operating budgets for future fiscal years. This amendment extends the existing agreement to provide tree-trimming services for an additional two-year term ending June 30, 2028.

Financial Summary:
The recommended actions will approve Amendment No. 2 to the Maintenance Services Agreement with WCA, increasing the contract amount by $266,336 per year over the next two years, or $532,672, for a new cumulative not-to-exceed contract amount of $1,309,162. A total of $332,000 is allocated for tree trimming and related services in the Proposed FY 2026-27 Budget. This amount consists of two funds: General Fund and State Gas Tax. $170,000 is allocated to the General Fund through account 101-80403-6012. The State Gas Tax fund allocated $162,000 through account 218-80000-6012.

Attachments
WCA, Inc. - Amendment No.1 & Original Agreement 2023 for Tree Maintenance Services.pdf
WCA agreement and Exhibit A.pdf