



**CITY OF LODI
COUNCIL COMMUNICATION**

AGENDA TITLE: Adopt Resolution Authorizing City Manager to Execute Change Order with West Coast Arborists, Inc., of Anaheim, for Tree Survey Services (\$7,000) and Appropriating Funds (\$7,000)
MEETING DATE: August 1, 2012
PREPARED BY: Public Works Director

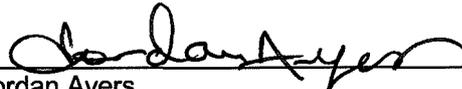
RECOMMENDED ACTION: Adopt resolution authorizing City Manager to execute change order with West Coast Arborists, Inc., of Anaheim, in the amount of \$7,000 and appropriating funds in the amount of \$7,000.

BACKGROUND INFORMATION: This project includes updating the existing tree inventory prepared in 2001 to reflect the size, location, and health of City trees. This information will enable City staff to properly prioritize and budget tree maintenance needs, which minimizes the risk of injury or damage from falling trees and branches. A contract with West Coast Arborists, approved by City Council May 2, 2012, included surveying 9,900 trees located in the public right-of-way, parks and at City facilities. The work is approximately 75 percent complete, however we have discovered there are approximately 4,000 more trees than expected to be surveyed within the City.

To continue the tree survey, a change order is requested by the contractor in the amount of \$7,000. This extends the contract unit price of \$1.75 per tree to the additional 4,000 trees to be surveyed. This will increase the annual contract price to \$26,275. This change order will ensure that all trees located in the public right-of-way, parks and at City facilities are surveyed. The final cost will be determined by the final number of trees surveyed.

FISCAL IMPACT: An updated tree inventory will enable cost-effective management and maintenance of the City's urban forest and will reduce liability associated with falling trees and limbs.

FUNDING AVAILABLE: Requested Appropriation:
Gas Tax Fund (3215036): \$7,000.00

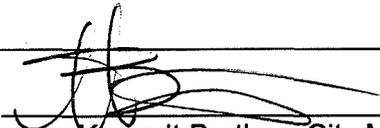


Jordan Ayers
Deputy City Manager/Internal Services Director



F. Wally Sandelin
Public Works Director

Prepared by Kathryn E. Garcia, Compliance Engineer
FWS/KMG/pmf
cc: Deputy Public Works Director – Utilities
Compliance Engineer Attachment

APPROVED: 

Konradt Bartlam, City Manager



July 16, 2012

City of Lodi
Public Works Department
ATTN: Kathryn Garcia, Compliance Engineer
P.O. Box 3006
Lodi, CA 95241-1910

RE: CITY-WIDE TREE SURVEY 2012

Dear Ms. Garcia,

According to our Inventory Data Collector, Mr. Cal Haupt, he estimates that we are approximately 70%-75% complete with the project, however, there still remains an additional 3,000-4,000 tree sites. The estimated number of trees listed in the bid documents was 9,900 tree sites. As of Friday, July 13, we had already collected 10,433 tree sites.

The purpose of this letter is to respectfully request authorization to continue the project utilizing the unit rate of \$1.75 per tree site. As a result, an additional amount of about \$7,000 will be needed to complete the project.

Should you have any questions or require additional information, please do not hesitate to contact me at (800)521-3714.

Sincerely,

Victor M. Gonzalez
Vice-president

1. AA# _____
 2. JV# _____

CITY OF LODI APPROPRIATION ADJUSTMENT REQUEST		
TO	Internal Services Dept. - Budget Division	
3. FROM,	Rebecca Areida-Yadav	5 DATE. 07/17/2012
4. DEPARTMENT/DIVISION: Public Works		

6. REQUEST ADJUSTMENT OF APPROPRIATION AS LISTED BELOW					
	FUND #	BUS. UNIT #	ACCOUNT #	ACCOUNT TITLE	AMOUNT
A. SOURCE OF FINANCING	321		3205	Fund Balance	\$ 7,000.00
B. USE OF FINANCING	321	3215036	7720	Tree Removal	\$ 7,000.00

REQUEST IS MADE TO FUND THE FOLLOWING PROJECT NOT INCLUDED IN THE CURRENT BUDGET

Please provide a description of the project, the total cost of the project, as well as justification for the requested adjustment. If you need more space, use an additional sheet and attach to this form.

Contract change order for Citywide Tree Survey with West Coast Arborists, Inc.,

Council has authorized the appropriation adjustment, complete the following:

Meeting Date: _____ Res No: _____ Attach copy of resolution to this form.

Department Head Signature: Wally Sandelen

8. APPROVAL SIGNATURES	
Deputy City Manager/Internal Services Manager	Date

Submit completed form to the Budget Division with any required documentation
 Final approval will be provided in electronic copy format.

RESOLUTION NO. 2012-118

A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING CITY MANAGER TO EXECUTE
CONTRACT CHANGE ORDER WITH WEST COAST
ARBORISTS, INC., FOR TREE SURVEY SERVICES
AND FURTHER APPROPRIATING FUNDS

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WHEREAS, as on May 2, 2012, City Council awarded the contract for tree survey services for 2012 to West Coast Arborists, Inc., in the amount of \$19,275; and

WHEREAS, the work is approximately 75% complete and a change order in the amount of \$7,000 is needed in order to complete the survey; and

WHEREAS, staff recommends approval of the contract change order to ensure that all trees located in the public right-of-way, parks, and at City facilities are surveyed.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby authorize the City Manager to execute a contract change order to the contract for tree survey services with West Coast Arborists, Inc., of Anaheim, California, in the amount of \$7,000; and

BE IT FURTHER RESOLVED that funds in the amount of \$7,000 be appropriated from the Gas Tax Fund for this project.

Dated: August 1, 2012

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I hereby certify that Resolution No. 2012-118 was passed and adopted by the City Council of the City of Lodi in a regular meeting held August 1, 2012, by the following vote:

AYES: COUNCIL MEMBERS – Hansen, Johnson, Katzakian, Nakanishi,
and Mayor Mounce

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None


RANDI JOHL
City Clerk