

**CITY OF TEMECULA  
AGENDA REPORT**

**TO:** City Manager/City Council

**FROM:** Patrick Thomas, Director of Public Works/City Engineer

**DATE:** November 9, 2021

**SUBJECT:** Approve Agreement with Mariposa Tree Management, Inc., for Citywide Tree Trimming Maintenance Services for Fiscal Year 2021-2022

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**PREPARED BY:** Julie Tarrant, Principal Management Analyst  
Stacey Biddle, Management Assistant

**RECOMMENDATION:** That the City Council approve an agreement with Mariposa Tree Management, Inc., for citywide tree trimming maintenance services for Fiscal Year 2021-2022, in the amount of \$500,000.

**BACKGROUND:** On June 15, 2021, the Public Works Department Maintenance Division posted on the City of Temecula's online bidding service, PlanetBids, a Request for Proposal (RFP) No. 257 for Citywide Tree Trimming and Maintenance Services. The Public Works Department received six (6) electronic proposals.

Selected panel members reviewed each proponent's submittal and after a thorough review and rating process, the top three were selected to conduct an oral interview with the panel members. Upon completion of the oral interview process, it was determined that Mariposa Tree Management, Inc. was the highest ranked firm and most qualified to provide Citywide Tree Trimming Maintenance Services.

On September 14, 2021, following announcement of the proposed award of contract to Mariposa Tree Management Inc., the City received a letter from West Coast Arborists, Inc., protesting the award, citing claims as they pertained to Mariposa's qualifications, experience and safety record. The bid protest was reviewed by the Finance Director, in accordance with Municipal Code Section 3.32.060, and further consulted with the City Attorney to determine the validity of the protest. On September 27, 2021, a formal letter was provided to West Coast Arborists, Inc., with the Finance Director's findings that Mariposa met all of the requirements included in the RFP, and denying their protest.

Subsequently, on September 29, 2021, West Coast Arborists, Inc., filed an appeal of the Finance Director's decision. As a result, the matter was further reviewed by the City Manager in accordance with the Municipal Code Section 3.32.060. On October 20, 2021, a formal letter was provided to West Coast Arborists, Inc., stating that the City Manager agreed with the prior findings of the Finance Director and legal counsel; and the protest was without merit and therefore denied. The decision of the City Manager is final and conclusive and shall not be subject to further appeal.

Staff recommends approval of the Agreement with Mariposa Tree Management, Inc. for tree trimming maintenance services for FY2021-22, with an option to extend for four (4) additional one (1) year terms through to June 30, 2026.

**FISCAL IMPACT:** Adequate funds are available in the Annual Operating Budget Fiscal Year 2021-2022.

**ATTACHMENTS:** Agreement - Mariposa Tree Management, Inc.