



CITY OF SACRAMENTO

PROCUREMENT SERVICES DIVISION

Invitation for Bid Number: B061187029

**REQUEST FOR BIDS
And
Contract Specifications**

FOR: Tree Pruning and Removal Services

Bids Must Be Received Prior To 2:00 P.M. on November 2005

**Submit Bids To: City Clerk's Office
915 "I" Street, First Floor
Historic City Hall
Sacramento, CA 95814**

**Pre-Bid Conference: October 26, 2005 10:30 A.M.
Mandatory: Yes City Corporation Yard – South
 No 5730 24th St, Bldg. 3
Sacramento, CA 95822**

**NAME AND ADDRESS OF BIDDER SUBMITTING THIS BID:
(Bidder to complete the following information)**

Name of Bidder: West Coast Arborists, Inc.
Address: 2200 E. Via Burton Street
City, State, Zip Code: Anaheim, CA 92806
Phone Number: 714-991-1900
Email Address: vgonzalez@wcainc.com

FILED

NOV - 9 2005

By the
Office of The City Clerk



November 8, 2005

City of Sacramento
ATTN: Office of the City Clerk
915 "I" Street, First Floor
Sacramento, CA 95814

RE: RFB FOR TREE PRUNING AND REMOVAL SERVICES
Bid No. B061187029
DUE: Wednesday, November 9, 2005 at 2:00 PM

To whom it may concern,

Thank you for allowing West Coast Arborists, Inc. the opportunity to submit a proposal to perform tree maintenance services for the City of Sacramento. Our company has been in business since 1972. We are licensed by the California State Contractors License Board under license #366764. We have held this license in good standing since 1976. The license specializes in Class C61 (Tree Service) as well as Class C27 (Landscaping). Also, we have an A+ rating from the bonding board. Among our 400 employees, we currently employ nearly 40 Certified Arborists and 100 Certified Treeworkers, as recognized by the Western Chapter of the International Society of Arboriculture.

Attached for your review is a proposal for the City's Tree Maintenance Services contract, including a brief introduction of our company, past experience in tree maintenance, quality control plan and information management. Once bid results are available, we respectfully request a summary in the enclosed self-addressed stamped envelope.

Should you have any questions or require further information, please call me at (800) 521-3714. We look forward to continuing our successful business relationship with the City of Sacramento on this very important project.

Sincerely,

Victor M. Gonzalez
Director of Marketing

BID

BID NO. B061187029

FOR SERVICES/SUPPLIES: Tree Trimming and Removal Services

To the City of Sacramento:

The undersigned bidder (hereafter referred to as the [bidder] or the [Contractor]) submits the attached bid, and certifies as follows: that the only persons or parties interested in this bid as principals are those named herein as bidder; that this bid is made without collusion with any other person, firm, or corporation; that in submitting this bid the bidder has examined all of the Contract Documents identified below; that the bidder proposes and agrees that if this bid is accepted, the bidder will execute and fully perform the contract for which bids are called; that the bidder shall perform all the work and/or furnish all the materials specified in the Contract Documents, in the manner and time therein prescribed, and according to the requirements as therein set forth; and that the bidder shall take in full payment therefor, the prices set forth in the attached Pricing Schedule.

CONTRACT DOCUMENTS

Performance of and payment for the contract for which bids are called shall be subject to all terms and conditions of the Request for Bids, the Bid Instructions and Requirements, the Bid, the Pricing Schedule(s), the Items Requiring Bidder Response, the Required Submittals, the General Conditions, and any Addenda, Amendments, Special Provisions, Specifications, Plans or other requirements applicable to performance of the work and/or furnishing the materials specified herein. Such documents, referred to herein as the [Contract Documents], are fully incorporated herein by this reference and are collectively referred to as the [Contract]. By submitting this Bid, the Contractor agrees to fully perform each and every provision of the Contract, provided that City awards the Contract to the Contractor, and provided further that City shall have no obligation hereunder unless and until such award is made. Contractor shall not make any changes to this form without City's written approval, and any changes made without such approval shall be void.

To Be Filled Out By Bidder

NAME OF CONTRACTOR: West Coast Arborists, Inc.

ADDRESS: 2200 E. Via Burton Street, Anaheim, CA 92806

PHONE #: 714-991-1900 FAX #: 714-991-1027

STATE TAX I.D. #: _____ FED. TAX I.D. #: 95-3250682

City of Sacramento Business Operation Tax Certificate #: _____

(Contract award will not be processed if Certificate Number is missing)

TYPE OF BUSINESS ENTITY (check one): Individual/Sole Proprietor Partnership
 Corporation Limited Liability Company
 Other (please specify: _____)

BY: (signature of authorized person) 

PRINT NAME: Patrick Mahoney

TITLE: President

Note: All information submitted in or in connection with a bid is submitted under penalty of perjury. The City shall have the right to terminate at any time any contract awarded pursuant to a bid that contains false information.

FOR CITY USE ONLY

The Bid was opened on _____.

Bid Bond Required: No; Yes - Amount: \$_____

Received: Cashiers or Certified Check drawn on a California bank; Surety Bond

City Clerk/Procurement Services Manager

CONTRACT AWARD

Bid Items Included in the Contract: All Items, unless otherwise specified below

Specify: _____

Contract Not-to-Exceed Amount: \$_____

Award Date: _____

CONTRACT APPROVAL

Approved as to Form:

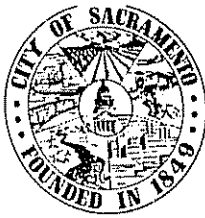
Approved:

Attest:

City Attorney

City Manager
(Or Authorized Designee)

City Clerk



DEPARTMENT OF FINANCE
PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

915 I STREET
2nd FLOOR
SACRAMENTO, CA 95814

CENTRAL SERVICES
CONTRACT SERVICES
OFFICE OF SMALL BUSINESS DEVELOPMENT
PURCHASING

PHONE: 916-808-6240
FAX: 916-808-5747

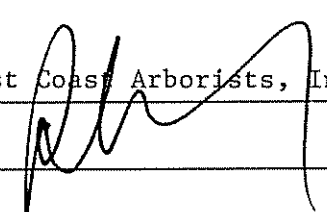
November 3, 2005

**ADDENDUM NO. 1 TO IFB NO. B061187029
FOR TREE PRUNING AND REMOVAL SERVICES**

1. The IFB due date of November 2, 2005 has been changed to November 9, 2005.
2. Replace Invitation For Bid, Pricing Schedule, Pages 10-13, with Revised Pages 10-13, modifying quantities of pruning or removal requests for Sections A, B, C, E, G, and H.
3. All other terms, conditions and specifications of the IFB remain unchanged.
4. If a bid is not being submitted, it is not necessary to return this addendum or acknowledge receipt of such.
5. Vendors submitting a bid must acknowledge receipt of this addendum prior to the hour and date specified in the quote request by one of the following methods:
 - (a) By signing and returning one (1) copy of this addendum with the bid package if not previously submitted; or
 - (b) If the bid has been previously submitted, the addendum may be submitted by separate letter, which must include on the outside of the mailing envelope the bid and addendum number and the bid due date. This information must be clearly marked in CAPITAL LETTERS on the outside of the envelope. Failure of your acknowledgment to be received at the City Procurement Services Division, 915 I Street 2nd Floor, Sacramento, CA 95814 prior to the hour and date specified, may result in rejection of your bid.
 - (c) If, by virtue of this addendum you decide to change a bid already submitted, such change may be made by letter, as specified in (b) above.

Barbara Collins
Program Analyst

Vendor's Name: West Coast Arborists, Inc.

Signature: 

Typed or Printed
Name & Title: Patrick Mahoney, President

Date : 11/8/05

PRICING SCHEDULE

For furnishing to the City of Sacramento prices in accordance with the provisions and specifications contained herein:

Note: All items in each Section of the Price Sheets must be priced in order for the bid to be considered responsive.

SECTION A - COMPLETE GENERAL PRUNE WORK REQUESTS

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
1.	33	Per Tree 0-12" d.b.h.	<u>\$75.00</u>	<u>\$2,475.00</u>
2.	92	Per Tree 13"-24" d.b.h.	<u>\$200.00</u>	<u>\$18,400.00</u>
3.	185	Per Tree 25"-36"d.b.h.	<u>\$350.00</u>	<u>\$64,750.00</u>
4.	37	Per Tree 37"-48"d.b.h.	<u>\$450.00</u>	<u>\$16,650.00</u>
5.	21	Per Tree 49" + d.b.h.	<u>\$450.00</u>	<u>\$9,450.00</u>
SECTION A - SUB-TOTAL				<u>\$111,725.00</u>

Note: All work for this section must be completed within 60 days after receipt of work request from City Inspector.

SECTION B - COMPLETE GENERAL PRUNE BLOCK PRUNING

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
6.	10	Per Tree 0-12" d.b.h.	<u>\$50.00</u>	<u>\$500.00</u>
7.	25	Per Tree 13"-24" d.b.h.	<u>\$100.00</u>	<u>\$2,500.00</u>
8.	50	Per Tree 25"-36"d.b.h.	<u>\$200.00</u>	<u>\$10,000.00</u>
9.	10	Per Tree 37"-48"d.b.h.	<u>\$450.00</u>	<u>\$4,500.00</u>

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
10.	9	Per Tree 49" + d.b.h.	<u>\$450.00</u>	<u>\$4,050.00</u>
SECTION B - SUB-TOTAL				<u>\$21,550.00</u>

Note: All work for this section must be completed within 60 days after receipt of work request from City Inspector.

SECTION C - TREE REMOVAL TO 6 INCHES ABOVE SOIL LINE

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
11.	1	Per Tree 0-12" d.b.h.	<u>\$200.00</u>	<u>\$200.00</u>
12.	4	Per Tree 13"-24" d.b.h.	<u>\$500.00</u>	<u>\$2,000.00</u>
13.	25	Per Tree 25"-36"d.b.h.	<u>\$700.00</u>	<u>\$17,500.00</u>
14.	8	Per Tree 37"-48" d.b.h.	<u>\$1,400.00</u>	<u>\$11,200.00</u>
15.	6	Per Tree 49" + d.b.h.	<u>\$1,400.00</u>	<u>\$8,400.00</u>
SECTION C - SUB-TOTAL				<u>\$39,300.00</u>

Note: All work for this section must be completed within 60 days after receipt of work request from City Inspector.

SECTION D- DUTCH ELM DISEASED TREE REMOVAL TO 6 INCHES ABOVE SOIL LINE

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
16.	1	Per Tree 0-12" d.b.h.	<u>\$200.00</u>	<u>\$200.00</u>
17.	6	Per Tree 13"-24" d.b.h.	<u>\$200.00</u>	<u>\$1,200.00</u>
18.	25	Per Tree 25"-36"d.b.h.	<u>\$700.00</u>	<u>\$17,500.00</u>
19.	18	Per Tree 37"-48" d.b.h.	<u>\$1,400.00</u>	<u>\$25,200.00</u>

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
20.	10	Per Tree 49" + d.b.h.	<u>\$1,400.00</u>	<u>\$14,000.00</u>
SECTION D - SUB-TOTAL				<u>\$58,100.00</u>

Note: All work for this section must be completed within 21 days after receipt of work request from City Inspector.

SECTION E - PALMS PRUNE

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
21.	45	Per Tree Date Palm, Under 55' Working Height	<u>\$90.00</u>	<u>\$4,050.00</u>
22.	9	Per Tree Date Palm, Over 55' Working Height	<u>\$200.00</u>	<u>\$1,800.00</u>
23.	45	Per Tree Wash.sp. *Under 55' Working Height	<u>\$60.00</u>	<u>\$2,700.00</u>
24.	9	Per Tree Wash.sp.*Over 55' Working Height	<u>\$120.00</u>	<u>\$1,080.00</u>
*Washington Species				
SECTION - E SUB-TOTAL				<u>\$9,630.00</u>

Note: All work for this section must be completed within 60 days after receipt of work request from City Inspector.

SECTION F - PALMS REMOVAL TO 6 INCHES ABOVE SOIL LINE

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
25.	4	Per Tree Date Palm, Under 55' Working Height	<u>\$500.00</u>	<u>\$2,000.00</u>
26.	1	Per Tree Date Palm, Over 55' Working Height	<u>\$2,000.00</u>	<u>\$2,000.00</u>
27.	4	Per Tree Wash.sp. Under 55' Working Height	<u>\$500.00</u>	<u>\$2,000.00</u>

ITEM

EXTENDED

<u>NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>PRICE</u>
28.	1	Per Tree Wash.sp. Over 55' Working Height	<u>\$2,000.00</u>	<u>\$2,000.00</u>

SECTION - F SUB-TOTAL \$8,000.00

Note: All work for this section must be completed within 60 days after receipt of work request from City Inspector.

SECTION G -- STUMP GRINDING

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
29.	12	Stump Grinding – less than 36" d.b.h. (Associated w/ tree removal)	<u>\$200.00</u>	<u>\$2,400.00</u>
30.	12	Stump Grinding – greater than 36" d.b.h. (Associated w/ tree removal)	<u>\$400.00</u>	<u>\$4,800.00</u>
31.	12	Stump Grinding – less than 36" d.b.h. (Not Associated w/ tree removal)	<u>\$200.00</u>	<u>\$2,400.00</u>
32.	12	Stump Grinding – greater than 36" d.b.h. (Not Associated w/ tree removal)	<u>\$400.00</u>	<u>\$4,800.00</u>

SECTION - G SUB-TOTAL \$14,400.00

Note: On mistletoe tree removals stumps must be removed within three working days of tree removal

SECTION H – CROWN REDUCTION/HAZARD LIMB REMOVAL ON ENGLISH ELMS (*Ulmus procera*)

<u>ITEM NUMBER</u>	<u>QUANTITY</u>	<u>UNIT DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
33.	12	Per Tree 25"-36" d.b.h.	<u>\$750.00</u>	<u>\$9,000.00</u>
34.	12	Per Tree 37"-48" d.b.h.	<u>\$1,000.00</u>	<u>\$12,000.00</u>
35.	12	Per Tree 49" + d.b.h.	<u>\$1,500.00</u>	<u>\$18,000.00</u>

SECTION - H SUB-TOTAL \$39,000.00

Note: All work for this section must be completed within 60 days after receipt of work request from City Inspector.

SECTION I - UNSCHEDULED / STORM RESPONSE EXTRA WORK

Contractor is to furnish the City of Sacramento an hourly rate for unscheduled or storm response tree services in accordance with the following specifications and provisions:

All unscheduled work shall have prior authorization of the City. Unscheduled work is requested on an as-needed basis and the Contractor is not guaranteed all such work in areas where Contractor is currently providing such services to the City. The amount of time each unscheduled job may take is subject to negotiation with the City. Rates offered below would be a major determinant in whether unscheduled work will be furnished by the Contractor providing contract services in the same area. Should unscheduled work not be provided by the Contractor, said Contractor may be required to coordinate with the City and another Contractor of the City's choosing in order to complete unscheduled services.

NOTE: THE ESTIMATED HOURS AND DOLLAR AMOUNT SHOWN BELOW ARE FOR BID EVALUATION PURPOSES ONLY AND DO NOT REPRESENT WHAT THE CONTRACTOR MAY OR MAY NOT EARN THROUGH UNSCHEDULED WORK.

GENERAL CREW RATE - 24 x 7, portal to portal, including dump fees (Service based on a three-person crew with chip-body-tower truck, chipper, log truck and loader and all associated tools and equipment. The hourly crew rate shall also include all Contractor costs for wages, insurance, overhead).

$$50 \text{ hours} \times \text{General Crew rate } \underline{\$180.00} = \underline{\$ 9,000.00}$$

(Crew Rate)

SECTION - I SUB-TOTAL \$ 9,000.00

BID SUMMARY SHEET

Note: All items in each Section of the Price Sheets must be priced in order for the bid to be considered responsive.

<u>SECTION</u>	<u>SERVICE</u>	<u>TOTAL PER SECTION</u>
A.	Complete General Prune	\$ 111,725.00
B.	Complete General Prune Block	\$ 21,550.00
C.	Tree Removal	\$ 39,300.00
D.	Dutch Elm Diseased Tree Removal	\$ 58,100.00
E.	Palms Prune	\$ 9,630.00
F.	Palm Removal	\$ 8,000.00
G.	Stump Grinding	\$ 14,400.00
H.	Crown Reduction	\$ 39,000.00
I.	Unscheduled/Storm Response	\$ 9,000.00
	GRAND TOTAL	\$ 310,705.00

DRUG-FREE WORKPLACE POLICY AND AFFIDAVIT

BID PROPOSAL MAY BE DECLARED NONRESPONSIVE IF THIS FORM (COMPLETED) IS NOT ATTACHED.

Pursuant to City Council Resolution CC90-498 dated 6/26/90 the following is required.

The undersigned contractor certifies that it and all subcontractors performing under this Agreement will provide a drug-free workplace by:

- 1. Publishing a "Drug-Free Workplace" statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2. Establishing a Drug-Free Awareness Program to inform employees about:
 - a. The dangers of drug abuse in the workplace.
 - b. The contractor's policy of maintaining a drug-free workplace.
 - c. Any available drug counseling, rehabilitation, and employee assistance program.
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- 3. Notify employees that as a condition of employment under this Agreement, employees will be expected to:
 - a. Abide by the terms of the statement.
 - b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace.
- 4. Making it a requirement that each employee to be engaged in the performance of the Agreement be given a copy on the "Drug-Free Workplace" statement
- 5. Taking one of the following appropriate actions, within thirty (30) days of receiving notice from an employee or otherwise receiving such notice, that said employee has received a drug conviction for a violation occurring in the workplace:
 - a. Taking appropriate disciplinary action against such an employee, up to and including termination; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement or other appropriate agency.

* I certify that no person employed by this company, corporation, or business has been convicted of any criminal drug statute violation on any job site or project where this company, corporation or business was performing was within three years of the date of my signature below.

EXCEPTION: _____

Date	Violation Type	Place of Occurrence
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If additional space is required use back of this form.

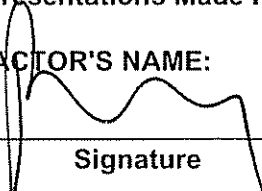
*** The above statement will also be incorporated as a part of each subcontract agreement for any and all subcontractors selected for performance on this project.**

DRUG-FREE WORKPLACE POLICY AND AFFIDAVIT, continued

IN THE EVENT THIS COMPANY, CORPORATION, OR BUSINESS IS AWARDED THIS CONSTRUCTION AGREEMENT, AS A RESULT OF THIS BID; THE CONTRACTOR WITH HIS/HER SIGNATURE REPRESENTS TO THE CITY THAT THE INFORMATION DISCLOSED IN THIS DOCUMENT IS COMPLETE AND ACCURATE. IT IS UNDERSTOOD AND AGREED THAT FALSE CERTIFICATION IS SUBJECT TO IMMEDIATE TERMINATION BY THE CITY.

The Representations Made Herein On This Document Are Made Under Penalty Of Perjury.

CONTRACTOR'S NAME:

BY:  _____ Patrick Mahoney, President Date: 11/8/05
Signature Title

Effects of violations: a. Suspension of payments under the Agreement. b. Suspension or termination of the Agreement. c. Suspension or debarment of the contractor from receiving any Agreement from the City of Sacramento for a period not to exceed five years.

BID BOND

California:
23172 Plaza Pointe Drive
Suite 185
Laguna Hills, CA 92653
(714) 770-9733
(800) 274-CBIC National
(714) 770-9805 FAX

Bond No. CA0054
Premium included in Bid Bond Service Undertaking

KNOW ALL MEN BY THESE PRESENTS:

That we, WEST COAST ARBORISTS, INC.

as Principal, (hereinafter called the "Principal"), and Contractors Bonding and Insurance Company of Seattle, Washington, a corporation duly organized under the laws of the State of Washington as Surety, (hereinafter called the "Surety"), are held firmly bound unto

CITY OF SACRAMENTO

as Obligee, (hereinafter called the "Obligee").

in the sum of TEN PERCENT OF THE AMOUNT OF THE BID

not to exceed TEN PERCENT OF THE AMOUNT OF THE BID Dollars

(\$10% PERCENT OF BID), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents

WHEREAS, the Principal has submitted a bid for TREE PRUNING AND REMOVAL SERVICES

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a contract with the Obligee in accordance with the terms of such bid and give such bond or bonds as may be specified in the bidding or contract documents with good and sufficient surety for the faithful performance of such contract and for the prompt payment of labor and material in the prosecution thereof, or in the event of the failure of the Principal to enter into such contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect

Signed and sealed this 31st day of OCTOBER A D 2005

WEST COAST ARBORISTS, INC. (Seal)

Principal

Witness

Patrick Mahoney, President Title

Surety: Contractor, Bonding and Insurance Company

By MICHAEL D. STONG Attorney-in-Fact

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

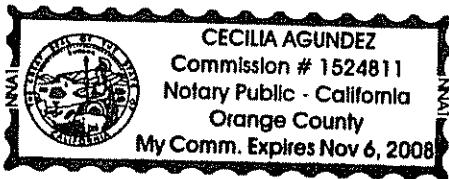
State of California }
County of Orange } ss.

On November 8, 2005, before me, Cecilia Agundez, Notary Public,
Date Name and Title of Officer (e.g. "Jane Doe, Notary Public")

personally appeared Patrick Mahoney,
Name(s) of Signer(s)

personally known to me
 proved to me on the basis of satisfactory evidence

to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



Place Notary Seal Above

WITNESS my hand and official seal.

Cecilia Agundez
Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document

Description of Attached Document

Title or Type of Document: Bid Bond

Document Date: 10/31/05 Number of Pages: 1

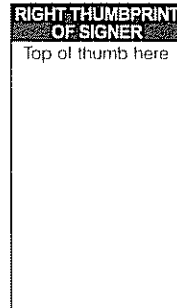
Signer(s) Other Than Named Above: None

Capacity(ies) Claimed by Signer

Signer's Name: Patrick Mahoney

- Individual
- Corporate Officer — Title(s): President
- Partner — Limited General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: _____

Signer Is Representing: West Coast Arborists, Inc.



CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of RIVERSIDE

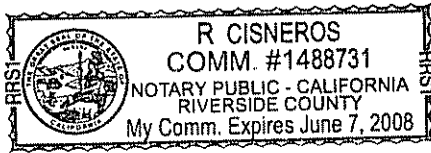
} ss.

On 10/31/05, before me, R. CISNEROS
Date Name and Title of Officer (e.g. "Jane Doe Notary Public")

personally appeared MICHAEL D. STONG
Name(s) of Signer(s)

- personally known to me
- proved to me on the basis of satisfactory evidence

to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/~~her~~/their authorized capacity(ies), and that by his/~~her~~/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



WITNESS my hand and official seal.

R. Cisneros

Place Notary Seal Above

Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer

Signer's Name: _____

- Individual
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: _____

Signer Is Representing: _____

RIGHT THUMBPRINT OF SIGNER:

Top of thumb here

CONTRACTORS BONDING AND INSURANCE COMPANY
NOTICE - TERRORISM COVERAGE FOR CERTIFIED ACTS OF TERRORISM
NOTICE - NO PREMIUM CHARGE

This Notice is required pursuant to the federal Terrorism Risk Insurance Act of 2002. For renewing policies of insurance, this Notice applies upon renewal too unless superseded by a written notice specifically so providing. There is no need to respond to this Notice.

You are hereby notified that under the Terrorism Risk Insurance Act of 2002 (the "Act"), effective November 26, 2002, you now have a right to purchase insurance coverage for losses arising out of acts of terrorism, as defined in Section 102(1) of the Act. Under the Act, the term "act of terrorism" means any act that is **certified** by the Secretary of the Treasury, in concurrence with the Secretary of State, and the Attorney General of the United States – to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of an air carrier or vessel or the premises of a United States mission; and to have been committed by an individual or individuals acting on behalf of any foreign person or foreign interest, as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. No act of terrorism can be certified, however, if resulting property and casualty insurance losses in the aggregate do not exceed \$5,000,000.

In this Notice, we refer to an act of terrorism covered under the Act as a **certified act of terrorism**. **We have decided to provide insurance coverage for certified acts of terrorism only at no charge**, even though by federal law we are only required to notify you of your right to purchase the coverage.

Our Policy contains an exclusion of losses caused by terrorism, but the Act provides an exception from that exclusion for **losses resulting from a certified act of terrorism**. Non-certified acts of terrorism remain excluded in our Policy, and the Policy's other provisions still apply to any **certified** act of terrorism. This Notice may also serve as an endorsement when attached to our Policy if there is no other specific endorsement contained in our Policy dealing with coverage for a **certified act of terrorism**.

Additional Information for Policyholders with policies providing fire insurance in the States of: Arizona, California, Idaho, Oregon and Washington

The existing terrorism exclusion makes an exception for (and thereby continues coverage for) fire losses resulting from terrorism. Therefore, the coverage in our Policy for such fire losses will continue.

DISCLOSURE OF FEDERAL PARTICIPATION IN PAYMENT OF TERRORISM LOSSES

Coverage provided by our Policy for losses caused by certified acts of terrorism is partially reimbursed by the United States under a formula established by the Act. Under this formula, the United States pays 90% of covered terrorism losses exceeding the statutorily established deductible paid by us as the insurance company providing the coverage. The premium charge by us for this coverage **for certified acts of terrorism is zero**. There may be a charge at some future point in time if the Federal Government pays a loss for the portion of loss covered by the Federal Government under the Act.



LIMITED POWER OF ATTORNEY

Not Valid for Bonds

Power of Attorney

Executed On or After: FEBRUARY 28TH, 2006

Number 950367

READ CAREFULLY - to be used only with the bond specified herein

Only an unaltered original of this Power of Attorney document is valid. A valid original of this document is printed on gray security paper with black and red ink and bears the seal of Contractors Bonding and Insurance Company (the "Company"). The original document contains a watermark with the letters "cbic" embedded in the paper rather than printed upon it. The watermark appears in the blank space beneath the words "Limited Power of Attorney" at the top of the document and is visible when the document is held to the light. This document is valid solely in connection with the execution and delivery of the bond bearing the number indicated below, and provided also that the bond is of the type indicated below. This document is valid only if the bond is executed on or before the date indicated above.

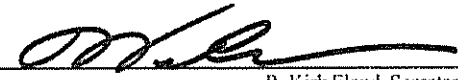
KNOW ALL MEN BY THESE PRESENTS, that the Company does hereby make, constitute and appoint the following: MICHAEL D. STONG, SHAWN BLUME, SUSAN C. MONTEON and ROSEMARY CISNEROS its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver on behalf of the Company: (1) any and all bonds and undertakings of suretyship given for any purpose, provided, however, that no such person shall be authorized to execute and deliver any bond or undertaking that shall obligate the Company for any portion of the penal sum thereof in excess of \$10,000,000, and provided, further, that no Attorney-in-Fact shall have the authority to issue a bid or proposal bond for any project where, if a contract is awarded, any bond or undertaking would be required with penal sum in excess of \$10,000,000; and (2) consents, releases and other similar documents required by an obligee under a contract bonded by the Company. This appointment is made under the authority of the Board of Directors of the Company.

CERTIFICATE

I, the undersigned secretary of Contractors Bonding and Insurance Company, a Washington corporation, DO HEREBY CERTIFY that this Power of Attorney remains in full force and effect and has not been revoked, and, futhermore, that the resolutions of the Board of Directors set forth on the reverse are now in full force and effect.

Bond Number CA0054

Signed and sealed this 3/1st day of October, 2005.


R Kirk Eland, Secretary



CBIC • 1213 Valley Street • P.O. Box 9271 • Seattle, WA 98109-0271
(206) 622-7053 • (800) 765-CBIC (Toll Free) • (800) 950-1558 (FAX)

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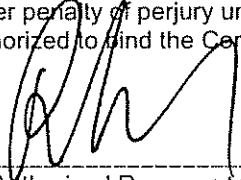
**DECLARATION OF COMPLIANCE
Living Wage Ordinance**

Name of Contractor: West Coast Arborists, Inc.
Address: 2200 E. Via Burton St., Anaheim, CA 92806

The above-named contractor ("Contractor") hereby declares and agrees as follows:

- 1. I have read and understand the Living Wage Requirements provided to me by the City of Sacramento ("City") in connection with the City's request for proposals or other solicitation for the performance of services under a City contract.
- 2. As a condition of receiving the City contract, I agree to fully comply with the Living Wage Requirements, as well as any additional requirements that may be specified in the City's Living Wage Ordinance codified at Chapter 3.58 of the Sacramento City Code (the "Ordinance"). If required by the Ordinance, I will pay not less than the minimum compensation specified in the Ordinance to my employees, for all time spent performing any work under my City contract.
- 3. If the amount of my City contract is less than \$100,000, as a condition of receiving this contract I will notify the City in writing if the aggregate value of my City contract and of any other Nonprofessional Services contract(s) covered by the Ordinance that the City has awarded to me within the previous 12 months, is \$100,000 or more.
- 4. I acknowledge and agree that the Living Wage Requirements, the Ordinance and this Declaration shall constitute part of my City contract, and that these provisions shall govern in the event of any conflict with any other provisions of the contract.
- 5. I further acknowledge and agree that any violation of the Living Wage Requirements or the Ordinance constitutes a material breach of my City contract, and that, if such a breach occurs, the City will be authorized to terminate the contact, and pursue all available legal and equitable remedies.
- 6. If requested by the City, I will promptly submit certified payroll records to the City, for myself and/or for my subcontractor(s), as requested by the City, and I will take any other steps as may be required by the City to determine whether my subcontractor(s) or I have complied with the Living Wage Requirements and the Ordinance.
- 7. I will require all of my subcontractors who are covered by these requirements to comply with the Living Wage Requirements and any additional requirements that may be specified in the Ordinance, and I will include these requirements in all subcontracts covered by the Ordinance.
- 8. I will defend, indemnify and hold harmless the City, its officers and employees against any claims, actions, damages, costs (including reasonable attorney fees) or other liabilities of any kind arising from any violation of the City's Living Wage Requirements or the Ordinance by me or by any subcontractor retained to perform work or provide services under my City contract.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind the Contractor to the provisions of this Declaration.



 Signature of Authorized Representative
 Print name: Patrick Mahoney
 Title: President

Date: 11/8/05

DECLARATION OF COMPLIANCE
Equal Benefits Ordinance (Page 1 of 3)

West Coast Arborists, Inc.

Name of Contractor

2200 E. Via Burton St., Anaheim, CA 92806

Address

The above named contractor ("Contractor") hereby declares and agrees as follows:

1. I have read and understand the Non-Discrimination In Employee Benefits By City Contractors Ordinance ("Ordinance") provided to me by the City of Sacramento ("City") in connection with the City's request for proposals or other solicitations for the performance of services, or for the provision of commodities, under a City contract or agreement ("Contract").
2. As a condition of receiving the City Contract, I agree to fully comply with the requirements of the Ordinance, codified as Chapter 3. 54 of the Sacramento City Code.
3. I understand, to the extent that such benefits are not preempted or prohibited by federal or state law, employee benefits covered by the Ordinance, are any of the following:
 - a. Bereavement Leave
 - b. Disability, life, and other types of insurance
 - c. Family medical leave
 - d. Health benefits
 - e. Membership or membership discounts
 - f. Moving expenses
 - g. Pension and retirement benefits
 - h. Vacation
 - i. Travel benefits
 - j. Any other benefit offered to employees

I agree that should I offer any of the above listed employee benefits, that I will offer those benefits, without discrimination between employees with spouses and employees with domestic partners, and without discrimination between the spouses and domestic partners of such employees.

4. I understand that I will not be considered to be discriminating in the provision or application of employee benefits under the following conditions or circumstances:
 - a. In the event that the actual cost of providing a benefit to a domestic partner or spouse, exceeds the cost of providing the same benefit to a spouse or domestic partner of an employee, I will not be required to provide the benefit, nor shall it be deemed discriminatory, if I require the employee to pay the monetary difference in order to provide the benefit to the domestic partner or to the spouse.
 - b. In the event I am unable to provide a certain benefit, despite taking reasonable measures to do so, if I provide the employee with a cash equivalent, I will not be deemed to be discriminating in the application of that benefit.

DECLARATION OF COMPLIANCE
Equal Benefits Ordinance (Page 2 of 3)

- c. If I provide employee benefits neither to employee's spouses nor to employee's domestic partners.
- d. If I provide employee benefits to employees on a basis unrelated to marital or domestic partner status.
- e. If I submit, to the Program Coordinator, written evidence of making reasonable efforts to end discrimination in employee benefits by implementing policies which are to be enacted before the first effective date after the first open enrollment process following the date the Contract is executed with the City.

I understand that any delay in the implementation of such policies may not exceed one (1) year from the date the Contract is executed with the City, and applies only to those employee benefits for which an open enrollment process is applicable.

- f. Until administrative steps can be taken to incorporate, in the infrastructure, nondiscrimination in employee benefits

The time allotted for these administrative steps will apply only to those employee benefits for which administrative steps are necessary and may not exceed three (3) months from the date the Contract is executed with the City.

- g. Until the expiration of a current collective bargaining agreement(s) where, in fact, employee benefits are governed by a collective bargaining agreement(s).
- h. I take all reasonable measures to end discrimination in employee benefits by either requesting the union(s) involved agree to reopen the agreement(s) in order for me to take whatever steps are necessary to end discrimination in employee benefits or by my ending discrimination in employee benefits without reopening the collective bargaining agreement(s).
- i. In the event I cannot end discrimination in employee benefits despite taking all reasonable measures to do so, I provide a cash equivalent to eligible employees for whom employee benefits (as listed previously), are not available.

Unless otherwise authorized in writing by the City Manager, I understand this cash equivalent must begin at the time the union(s) refuse to allow the collective bargaining agreement(s) to be reopened or no longer than three (3) months from the date the Contract is executed with the City.

- 5. I understand that failure to comply with the provisions of Section 5 (a) through 4 (i), above, will subject me to possible suspension and/or termination of this Contract for cause; repayment of any or all of the Contract amount disbursed by the City; debarment for future contracts until all penalties and restitution have been paid in full; deemed ineligible for future contracts for up to two (2) years; the imposition of a penalty, payable to the City, in the sum of \$50.00 for each employee, for each calendar day during which the employee was discriminated against in violation of the provisions of the Ordinance.
- 6. I understand and do hereby agree to provide each current employee and, within ten (10) days of hire, each new employee, of their rights under the Ordinance. I further agree to

DECLARATION OF COMPLIANCE
Equal Benefits Ordinance (Page 3 of 3)

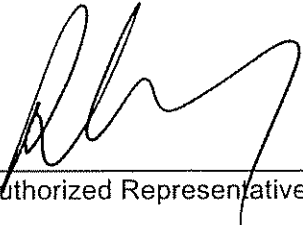
maintain a copy of each such letter provided, in an appropriate file for possible inspection by an authorized representative of the City. I also agree to prominently display a poster informing each employee of these rights.

7. I understand that I have the right to request an exemption to the benefit provisions of the Ordinance when such a request is submitted to the Procurement Services Division, in writing with sufficient justification for resolution, prior to contract award.

I further understand that the City may request a waiver or exemption to the provisions or requirements of the Ordinance, when only one contractor is available to enter into a contract or agreement to occupy and use City property on terms and conditions established by the City; when sole source conditions exist for goods, services, public project or improvements and related construction services; when there are no responsive bidders to the EBO requirements and the contract is for essential goods or services; when emergency conditions with public health and safety implications exist; or when the contract is for specialized legal services if in the best interest of the City.

8. In consideration of the foregoing, I shall defend, indemnify and hold harmless, the City, its officers and employees, against any claims, actions, damages, costs (including reasonable attorney fees), or other liabilities of any kind arising from any violation of the City's Equal Benefits Requirements or of the Ordinance by me.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind the Contractor to the provisions of this Declaration.



Signature of Authorized Representative

11/8/05

Date

Patrick Mahoney

Print Name

President

Title

ITEMS REQUIRING BIDDER RESPONSE

NOTE: Bidders must provide responses where indicated to the following items. Failure to provide a response to each of the items in this section may be grounds for rejection of bid.

1. SBE/EBE FIVE PERCENT (5%) BID EVALUATION PREFERENCE

On February 9, 1999, the Sacramento City Council adopted an Emerging and Small Business Development program to provide enhanced opportunities for the participation of small business enterprises (SBEs) and emerging business enterprises (EBEs) in the City’s contracting and procurement activities. Any bid or quotation submitted by a firm that is certified as a SBE by either the State of California or the City of Sacramento, or that is certified as an EBE by the City of Sacramento, will receive a five percent (5%) bid evaluation preference for the purpose of determining the lowest responsible bidder. If, after applying the 5% bid evaluation preference, the bid of an SBE/EBE firm receiving such preference is determined to be the lowest responsible bid, the award will be made for the actual amount bid. To receive this bid evaluation preference, a firm must be certified as a SBE or EBE at the time of bid opening. Questions regarding eligibility for SBE/EBE certification should be addressed to the City of Sacramento Office of Small Business Development at (916) 808-6747.

A. SMALL BUSINESS ENTERPRISE (SBE) CERTIFICATION

Is the firm submitting the bid certified by the State of California and/or the City of Sacramento as a small business enterprise? Check the appropriate block below:

YES - the firm submitting the bid is certified by the State of California and/or the City of Sacramento as a small business enterprise.

NO - the firm submitting the bid is not certified by the State of California or the City of Sacramento as a small business enterprise.

If the response to the above is YES, provide the State of California and/or City of Sacramento Certification Number _____.

B. EMERGING BUSINESS ENTERPRISE (EBE) CERTIFICATION

Is the firm submitting the bid certified by the City of Sacramento as an *emerging* business enterprise? Check the appropriate block below:

YES - the firm submitting the bid is certified by the City of Sacramento as an emerging business enterprise.

NO - the firm submitting the bid is not certified by the City of Sacramento as an emerging business enterprise.

If the response to the above is YES, provide the City of Sacramento Certification Number: _____.

2. PRICING SCHEDULE

Bidders must complete and return with their bid the PRICING SCHEDULE, Pages 10-15.

3. DRUG-FREE WORKPLACE POLICY AND AFFIDAVIT

Bidders must sign and return with their bid the Drug-Free Workplace Policy Affidavit, Pages 16-17.

4. LIVING WAGE ORDINANCE DECLARATION OF COMPLIANCE

Bidders must sign and return with their bid the Living Wage Declaration, Page 18

ITEMS REQUIRING BIDDER RESPONSE, continued

5. NON-DISCRIMINATION IN EMPLOYEE BENEFITS BY CITY CONTRACTORS ORDINANCE (EBO) DECLARATION OF COMPLIANCE

Bidders must sign and return with their bid the Non-Discrimination in Employee Benefits by City Contractors Ordinance (EBO) Declaration of Compliance, Pages 19-21.

6. DELIVERY GUARANTEE

Contractor guarantees delivery within 15 days after receipt of order (ARO).

7. PAYMENT DISCOUNT

Will you offer a prompt payment discount? Yes or No (Net 30 days)

If Yes, the Payment Discount is 3% for payment within 20 calendar days, which will be computed from the date delivery is made and is accepted by the City, or the date a proper invoice is received, whichever is later.

PAYMENT DISCOUNTS SHALL BE CONSIDERED IN AWARDING THE CONTRACT AS SET FORTH IN THE "BID INSTRUCTIONS AND REQUIREMENTS", PARAGRAPH 11 (ENTITLED "PAYMENT DISCOUNTS").

8. CONTRACTOR'S HISTORY & REFERENCES

Contractor shall provide the following information with bid:

- a. History of Company
- b. References: Include name and phone number of contact person



CITY OF SACRAMENTO
TREE MAINTENANCE SERVICES
MOBILIZATION PLAN

1. West Coast Arborists, Inc. has no exceptions to the City's RFP
2. Should we awarded a contract for the maintenance and management of the City's Trees, we are prepared to perform the following:

Contract Management

- Obtain all required insurance and bonds as specified in the RFP.
- Obtain any and all Business Licenses and/ or permits.
- Execute a Contract for the Maintenance of City trees
- Conduct a Pre-Job meeting with staff prior to commencement of work.
- Submit a detailed work schedule with specific dates for approval.

Mobilization

- Mobilized the assigned vehicles, equipment and materials required for this project.
- Prepare crews with knowledge of specifications & standards for this project.

Notification

- Identify the list of addresses required for notification (if necessary).
- Prepare and print notices as approved by the City (if necessary).
- Distribute notices at required time prior to commencement of work (if necessary).
- Post official "No Parking" signs on Right-of-Way at a minimum of 24 hours in advance.

Tree Inventory (Optional Service)

- Conduct a Pre-Job Meeting exclusive to the tree inventory process. Discuss the basis for evaluating the Urban Forest management requirements and recommendations.
- As tree maintenance progresses, we will provide an inventory of the specific work performed. The inventory will be compatible with the inventory software program.
- Provide the City with recommendations for tree species, recommended planting locations, recommended removals and recommended tree cycles.



Commencement of Work

- Report work location to the Inspector daily.
- Perform vehicle, equipment and material inspection prior to leaving the facility.
- Insure English-speaking Certified personnel at the job site at all time.
- Set up traffic Control in accordance with the Work Area Traffic Control Handbook.
- Work in accordance with the ISA and the ANSI Standards.
- Perform tree removal, tree planting, small tree care and tree watering in accordance with the City's Guidelines and the ANSI Standards.
- Provide all safety measures necessary for public protection.
- Avoid work or any other activity on private property unless directed by the City.
- Use any means to the best of our ability to protect private property.
- Maintain excellent public relations with the community.
- Meet with Inspector(s) on a daily basis and report the day's activities.
- In the event of an emergency, provide immediate response and take action at the City's request in a safe and efficient manner.

Inspection of Work Performed

- Insure that the Quality Control Plan is enforced.
- Review pruning methods to insure the highest level of pruning standards are being used.
- Notify damage of property (public and private) to the Inspector immediately.
- Property damage measures to take place within 48 hours of occurrence.
- Remove all debris and material for the job site.
- Inspect final work, including cleanup of worksite(s) each day.
- Record work completed in data record format for proper inventory update.
- Maintain the List Tracking System and review with staff.
- Maintain a clean facility at all time.

Inventory Update

- Submit daily work records to our Information Management team.
- Update the work completed into the City's own tree inventory program.
- Provide the City with accurate tree maintenance updates on a bi-monthly basis.
- Print any reports relative to the tree inventory to accommodate the City's needs.
- Provide the City with Annual Tree Care Reports that summarizes the work performed for the previous fiscal year.



STATEMENT OF QUALIFICATIONS/RESPONSIVENESS

Our company has been in business since 1972. We are licensed by the California State Contractors License Board under license #366764. We have held this license in good standing since 1976. The license specializes in Class C61 (Tree Service) as well as Class C27 (Landscaping). Also, we have an A+ rating from the bonding board. Among our 400 employees, we currently employ nearly 40 Certified Arborists and 100 Certified Treeworkers, as recognized by the Western Chapter of the International Society of Arboriculture.

REFERENCES:

Customer: City of San Jose

Contact: Ralph Mize, City Arborist
1404 Mabury Road
San Jose, CA 95133

Phone: 408-277-2756

Dates: 06/1999 to 06/2005

Budget: \$700,000

WCA performs clearance tree trimming of City owned trees for the purpose of creating ample right-of-way clearance for utility vehicles and for chip seal operations. The project also includes full tree trimming and inventory updates. This project is an annual contract.

Customer: City of Pleasanton

Contact: Lisa Hagopian, Park Superintendent
123 Main Street
Pleasanton, CA 94566

Phone: 925-931-5650

Dates: 06/2000 to Present

Annual Budget: \$250,000

Complete tree maintenance services for all City-owned trees including emergency crew response and other services on an "as needed" basis. This project is an annual contract.

Customer: City of Monterey

Contact: Robert Reid, Park Supervisor
23 Ryan Ranch Road
Monterey, CA 93940

Phone: 831-646-3860

Dates: 09/1999 to Present

Annual Budget: \$100,000

Annual maintenance of city owned trees based on crew rental. Also provide tree maintenance for the Naval Department within the City of Monterey. This project is an annual contract.

Customer: City of Davis

Contact: Rob Cain, City Arborist
23 Russell Blvd.
Davis, CA 95616

Phone: 530-681-6539

Dates: 09/2001 to Present

Annual Budget: \$100,000

Annual maintenance of selected city-owned trees. Also, provide miscellaneous tree maintenance for other City Departments within the City of Davis. This project is an annual contract.



Additional References:

City of Salinas

Contact: Rick Morasca

Phone: 831-758-7105

City of San Ramon

Contact: Victor Mendoza

Phone: 925-973-2800

City of Lodi

Contact: Ray Fye

Phone: 209-333-6740

RESOURCES AND SERVICE DESCRIPTION

West Coast Arborists, Inc. has reviewed the Request for Proposal/Specifications and hereby acknowledges that we meet the minimum requirements and are willing to respond to each of these requirements.

Similar experience with public agencies

WCA has a 32-year track record of working for more than 145 California municipalities and various public agencies. We have developed a complete Urban Forestry Management Program that includes a Master Street Tree Plan, Tree Inventory and Software Management System as part of our Maintenance Program. Our tree maintenance program includes a well-defined Quality Control Plan that incorporates certified personnel, safety, pruning specifications, equipment, hours of operation, public relations, traffic control, scheduling of work, computerized billing, and public convenience. Previous experience similar in scope to that of the City of Pleasanton, Davis, Dublin, San Ramon, West Sacramento, and Menlo Park.

Statement of Financial Responsibility

WCA is committed to successfully completing each project in accordance with the specifications, budget, schedule and with the highest quality of service. The contentment from those cities we provide service, is a direct result of our means to carry out each project. Listed in the informational packet are some of our corporate capabilities, which not only provide a sense of comfort and confidence to our customers, but also ensure them of our ability to carry out the duties of managing their urban forest.

Statement of Past Project Disqualification(s) and Litigation

A fundamental policy of public procurement is that public agencies should contract only with "responsible" contractors (i.e. those possessing satisfactory competence, capacity, financial resources, and reputation.) Such interests include ensuring not only that a prospective contractor will perform, but also that such performance will be free of fraud or dishonesty. West Coast Arborists is proud to state that our company has never been disqualified from any public project, nor have we entered into any type of litigation with any governmental agency.



Means to Completing this Project

WCA is committed to successfully completing each project in accordance with the specifications, budget, schedule and with the highest quality of service. The contentment from those cities we provide service, is a direct result of our means to carry out each project. We can provide a list of our corporate capabilities, which not only provides a sense of comfort and confidence to our customers, but also ensures them of our ability to carry out the duties of managing their urban forest.

Technical Ability and Description of Previous Experience

WCA understands the challenge that many cities face when trying to reduce the cost of tree maintenance services while increasing the level of performance. Utilizing our services as a valuable, cost-effective resource, cities are able to provide a better service to their community. Our services range from providing emergency response to maintaining the City's entire urban forest.

STAFFING PROCESS

Relevant Technical Experience of Key Personnel

West Coast Arborists, Inc. has developed a complete and comprehensive tree maintenance program which includes a well defined quality control plan which incorporates certified personnel assigned to this project, safety, pruning specifications and guidelines, equipment, hours of operation, public relations, traffic control, work descriptions and communication systems. We believe in following this plan to help ensure the quality of work and the level of service expected.

Key Personnel & Service Provider's Representatives

For this project, we propose to have Andy Trotter act as the Project Manager, and Jason Pinegar as the Project Supervisor. Mr. Tim Mera will be the Customer Service Representative for the Project Team. His responsibilities will include assisting the team in scheduling, resident notification, acquiring trees and handling customer inquiries.

Project Supervisor:

Jason Pinegar, Area Manager

Job Title and Brief Description of Job Responsibilities:

Area Manager - The Area Manager will provide exclusive field supervision and crew management to the City for the length of the contract. He will be the central point of contact with the City and will work cooperatively with City staff, local residents and business owners. Daily Supervision will consist of, but not limited to:



- Reporting to the City Inspector with location of the crew.
- Ensure at least one (1) ISA certified, and English-speaking Foreman will be on the site at all times.
- Maintain records of work completed each day.
- Maintain good public relations at all times.

Weekly supervision will consist of, but is not limited to:

- Weekly inspection of work completed.
- Meeting with the City representative to review work schedule and progress.
- Ensure standards of pruning are performed in accordance with City specifications.
- Maintain open communication with City Inspector and field crew.

Experience Summary:

Mr. Pinegar has been with West Coast Arborists, Inc. since December 1993. Before that time, he worked for a residential tree service as a tree trimmer for two years. As an Area Manager, he is responsible for field operations in the Contra Costa and Alameda County areas. His duties include the management of work crews, evaluation and production of tree maintenance, scheduling, estimating, and day-to-day communications with City staff.

Qualifications:

International Society of Arboriculture Certified Arborist & Utility Specialist #WE-2039. Mr. Pinegar receives a minimum of 25 hours credit annually in arboriculture continuing education credits.

Work History:

Mr. Pinegar has more than 12 years experience in the tree care industry. In 1993, he began working for West Coast Arborists as a climber for a period of five years before being promoted to Foreman. He worked as a Foreman for four years before again being promoted as an Area Manager.

Applicable Professional Affiliations, Education and Training:

International Society of Arboriculture Certified Arborist #WE-2039

A member of International Society of Arboriculture (ISA)

A member of Maintenance Superintendents Association (MSA)



Customer Service Qualifications

Communication is vital to the success of the management of an urban forest. From the Foreman out in the field to our Customer Service Representatives in the office, we are prepared to obtain all inquiries and properly correct any problems we create during maintenance. Understanding that the City of Sacramento, like many Cities, requires exceptional customer service from its service providers, we propose to post door hangers prior to any tree maintenance. With the City's approval, we will print door hangers listing WCA and/or the City as the persons to contact for any information related to tree maintenance. Notices will be distributed within the time specified by the City.

Organization

West Coast Arborists, Inc. employs over 450 employees including over 35 Certified Arborists and over 100 Certified Tree workers. We do not plan on hiring additional personnel for this project; however, we do have a hiring process for replacement of field workers and/or office staff. Also, we do not subcontract any work. WCA employees perform all work.

For this project, the City may, at times interact with the following employees.

Management Team	Title	Years with WCA
Patrick O. Mahoney	President	32
Rose Epperson	Vice-President/Accounting	32
Richard Mahoney	Vice-President/Fleet	32
Andy Trotter	Vice-President/Field Operations	22
Randy Thompson	Vice-President/Sr. Area Manager	26
Debbie Epperson	Director of Contract Services	11
Chris Crippen	MIS Director	9
Victor Gonzalez	Director of Marketing	5

Support Staff	Title	Years with WCA
Jason Pinegar	Area Manager	12
Tim Mera	Customer Service	4
Rene Portillo	Safety Trainer	12
Steve Brown	Data Controller	4
Debbie Minasian	Billing Coordinator	7
Jim Russo	Shop & Fleet Manager	7

LIABILITY ISSUES

Should there be any property damage, we adhere to specific procedures to resolve the problem immediately, typically within 24 hours. The Foreman on the job site shall notify the resident and the Inspector. If the resident is not at home, then we will leave a WCA card with instructions to call our main office. The ultimate goal at each work site is to leave the property in the same condition as before we entered it. Approximately 95% of incidents are handled within the first 24 hours.

West Coast Arborists, Inc.



We have separate teams specifically assigned for handling damage to properties, both private and public. Through our communication system, we have the ability to dispatch either of these teams and have them respond immediately to the site for proper repair.

EQUIPMENT

Through our ability to dedicate specific pieces of equipment for this project, we believe it will lead to a successful program. In addition to aerial lift devices, dump trucks, flatbed trucks and roll-off containers, we will also have additional equipment for use in the City such as cranes, loaders, and special aerial lift devices for higher elevated trees. Specific vehicles and equipment that could be dedicated to the City of Sacramento is available.

Additional equipment that may be made available for this contract may include cranes, and loaders. We currently have more than 400 pieces of fairly new equipment that enables us to replace equipment immediately should there be any unforeseen mechanical problems. We employ fourteen full-time mechanics that perform an in-house fleet maintenance program. Each vehicle is schedule for service and inspection every ninety days. This allows our equipment to be in good operating condition necessary for accomplishing the City's needs.

COMMUNICATION

WCA uses the Nextel system for communication and provides an 877 number for emergency response. The number is (877) LIMB-DOWN which is answered by WCA staff (Not an answering service) 24 hours per day, 7 days a week. We also have an (800) number for our corporate office in Anaheim. The number is (800) 521-3714.

TECHNOLOGY

Sample of Tree Inventory Program

WCA is willing to offer our tree inventory software program called "ArborAccess Online", where the software is included as part of overall tree maintenance program. Listed below is some information about our latest version of the program.

ArborAccess On-Line

WCA's technological innovation has allowed us to remain one step ahead in the tree industry. We have achieved a significant competitive advantage through the more effective management of information, including our experience in tree inventories, tree reports & recommendations, and software development. As we enter the next millennium, the success of any urban forest management program will depend on the management of information.



Over the last year, we have made significant upgrades to our tree inventory software program called ArborAccess. Specifically, we have developed **an on-line program** that is very similar to the program already installed for many of our customers. The program is offered to every one of our customers. The program has the following benefits:

- Same color scheme as found on your City's official website
- Ability to access program via the Internet
- Utilize basic Internet functions and commands to operate the system
- Because the program is stored on our own server, the City does not require additional computer hardware, software, memory, etc.
- Faster response to different queries, reporting capabilities, etc.
- On-line customer support site is easy to use and catered to the needs to the personal/or end user who is looking for basic support information
- Automatic updating of work histories (no more need for diskettes)
- Automatic updating of software program for all customers

As you know, many industries have quickly become technology-intensive, and the need to combine technology with typical functions of any firm or agency has become predominant. We are certain that by this new development, we can better serve our customers and provide information more quickly and accurately. We can certainly provide a demonstration of our software program.

BILLING AND INVOICING

Through ArborAccess On-Line, the City can now print and download all the invoices via the Internet. The Software program also has the capability to track budgets, Purchase Orders and job balances. We can also send a hardcopy for your review as well. We invoice every 15th and 30th of each month and submit both in hardcopy and on-line.

REPORTS

ArborAccess On-Line provides the capability to print various reports as it relates to trees such as species frequency, tree size frequency, trees by district or zone, work records for each individual tree, etc. Training will be provided to capture all these types of reports. Should the City decide to have a special reporting feature that is not standard within the program we can customize it for the City's use.

SERVICE PHILOSOPHY

As a result of the current and on going budget crisis, municipalities are being stretched to their financial limits. City administrators are faced with budget reductions leading to staff cut backs, decreased levels of service, and antiquated equipment. The resulting trend of lower service levels needs to be turned around. We believe in an Interactive Partnership with the community, where municipalities can confidently rely on WCA to assist them with any of their tree care needs.

West Coast Arborists, Inc.



Our goals in urban tree care are to extend the life of all trees, safeguard public safety, and produce a reliable source of shade, beauty and the other non-commercial benefits that result from healthy trees in parks and City right-of-way. Obviously, this cannot be accomplished without the City's valued input or without community involvement.

Community: The community consists of everyone that cares about trees. They include residents, business owners, community groups, consumers, schools, and citizen arborists. We believe the community is the actual customer. We strive to provide the highest level of service in the safest manner possible in an effort to create a beautiful environment. In addition, as a valuable resource within the community we are able to offer extraordinary services to the public including, but not limited to, arboricultural education, participation in Arbor Day and other City events, and special community projects.

City Administration: City staff has the very important task of managing trees as an ecosystem, taking into consideration specific biological, social and economic conditions. They must ensure that the best methods of tree care are practiced in the community, that the lives of the trees are extended beyond average, and that the taxpayers receive the most from their investment in trees.

West Coast Arborists, Inc. (WCA): We have the challenge of meeting the community's needs, not only in tree care, but also in other aspects. However, unlike most firms, we believe to be a valuable resource in that we have the qualifications and corporate capabilities to meet the community's needs and beyond. Our Certified personnel ensure the community that the work performed will be in accordance with today's standards. The collection of equipment allows us to dedicate specific pieces to the City. Our support staff aids the field team with information management, which provides communities with a complete, comprehensive urban tree care program.

CUSTOMER SERVICE AND QUALITY

Successful partnerships with municipalities begin with the community. We believe in handling concerns in a timely manner to the best of our ability. WCA provides an extensive in-house training curriculum for all employees to broaden their knowledge of customer relations. Our line of work calls for us to be in direct contact with local residents, business owners and various community groups. When communicating with a customer, whether on the phone or at the jobsite, common courtesy shall be displayed at all times and under all circumstances. We must also try to understand the full impact of the customer's dissatisfaction prior to resolving the matter.