



## Legislation Text

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**File #:** 24-1693, **Version:** 1

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Procurement and Contracts, a division of the Chief Administrative Office, on behalf of the Facilities and Airports Divisions of the Chief Administrative Office and the Department of Transportation recommending the Board:

- 1) Make findings in accordance with El Dorado County Ordinance Section 3.13.030 C that due to the limited time frames, temporary or occasional nature, or schedule for the project or scope of work, the ongoing aggregate of work to be performed under Agreement for Services 5910 with Hilltop Tree Service is not sufficient to warrant the addition of permanent staff;
- 2) Authorize the Purchasing Agent to execute Amendment II to Agreement for Services 5910 with Eric S. Hill doing business as Hilltop Tree Service to increase the compensation amount by \$75,000 for an updated amount not to exceed \$380,000 to provide as-needed, urgent, or immediate certified arborist services for matters of public safety;
- 3) Authorize the Purchasing Agent to execute any necessary amendments to Agreement for Services 5910, excluding term extensions and increases to the not-to-exceed amount, contingent upon approval by County Counsel and Risk Management.

**FUNDING:** General Fund (50%) and Road Fund (50%).

### **DISCUSSION / BACKGROUND**

On November 9, 2021, the Board of Supervisors authorized the Purchasing Agent to execute Agreement for Services 5910 with Eric S. Hill doing business as Hilltop Tree Service for a three-year term with a not-to exceed amount of \$155,000. Services provided under this agreement include as-needed and urgent or immediate certified arborist services, including routine recurring tree and brush cutting services for the preservation or protection of County-owned or operated facilities and public safety.

On March 7, 2023, the Board of Supervisors authorized the Purchasing Agent to execute Amendment I to Agreement for Services 5910 to increase the compensation amount by \$150,000 for an amended amount not to exceed \$305,000 to provide as-needed, urgent, or immediate certified arborist services for matters of public safety.

Due to the removal of more hazardous trees than anticipated, funding has been depleted on this contract. To date, less than \$12,000 remains available and many more hazardous trees need to be removed prior to the November 9, 2024 expiration date. Amendment II increases compensation by \$75,000 for an amended not-to-exceed amount of \$380,000.

Due to the fact these services are primarily utilized in short term and temporary situations it is further recommended the Board make findings pursuant to Section 3.13.030 C of the County Ordinance that the ongoing aggregate of the work performed under this Agreement is not sufficient to warrant the addition of permanent staff.

### **ALTERNATIVES**

N/A

**PRIOR BOARD ACTION**

Legistar file 21-1620 - November 9 , 2021 - The Board approved the Agreement 5910 with Hilltop Tree Service

Legistar file 23-0368 - March 7, 2023 - The Board approved amendment I to Agreement 5910 with Hilltop Tree Service

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

N/A

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

Amendment II to Agreement for Services 5910 is a renewal of a prior agreement and continues to be funded with approximately 50% General Fund and 50% Road Fund. Each County department that uses this Agreement is responsible for ensuring that sufficient appropriations are included in their current Fiscal Year operating budget and will be included in future budgets throughout the term of this Agreement.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

N/A

**CONTACT**

Michele Weimer, Procurement and Contracts Manager/Purchasing Agent