



Conejo Recreation & Park District

GENERAL MANAGER
Jim Friedl

BOARD OF DIRECTORS
Doug Nickles, Chair
Nellie Cusworth, Vice Chair
Chuck Huffer, Director
Marissa Buss, Director
Ashley Orozco, Director

DATE: January 23, 2025

TO: Board of Directors

FROM: Jim Friedl, General Manager *JP/aw*

SUBJECT: Amendments to Contracts for Tree Services at Various Park Facilities Not to Exceed \$200,000

RECOMMENDATION

1. Authorize the General Manager to execute Amendment #4 to contract with West Coast Arborists, Inc. in the amount not to exceed \$200,000 annually for potential tree maintenance services at parks throughout the District.
2. Authorize the General Manager to execute Amendment #4 to contract with Treescapes in the amount not to exceed \$200,000 annually for potential tree maintenance services at parks throughout the District.
3. Authorize the General Manager to execute Amendment #2 to contract with Royal Oak Tree Service in the amount not to exceed \$200,000 annually for potential tree maintenance services at parks throughout the District.

DISCUSSION

The District, as well as residents and visitors to District parks, expect a high level of professionally maintained trees – trees are one of the District's most valuable assets.

The District provides a comprehensive maintenance program for thousands of trees on park property and, historically, has relied upon outside service providers to assist in the tasks required.

In February 2021, the Board awarded two separate contracts with West Coast Arborists, Inc. and Treescapes, each not to exceed \$175,000 annually.

In February 2022, the Board approved Amendment #1 for tree maintenance services contracts and authorized the General Manager to extend two separate amendments with West Coast Arborists, Inc. and Treescapes, each not to exceed \$175,000 annually.

In February 2023, the Board approved Amendment #2 for tree maintenance services contracts and authorized the General Manager to extend two separate amendments with West Coast Arborists, Inc.

ADMINISTRATIVE OFFICES

403 West Hillcrest Drive, Thousand Oaks, CA 91360-4223
805-495-6471 | 805-497-3199 | parks@crpd.org | www.crpdpd.org

and Treescapes, each not to exceed \$175,000 annually. Additionally, the Board approved a contract with Royal Oak Tree Services, not to exceed \$175,000 annually.

In February 2024, the Board approved Amendment #3 for tree maintenance services contracts and authorized the General Manager to extend two separate amendments with West Coast Arborists, Inc. and Treescapes, each not to exceed \$200,000 annually. Additionally, the Board approved Amendment #1 with Royal Oak Tree Services, not to exceed \$200,000 annually.

During the past year, due to the quality of work, services provided, and the reasonable price of vendors, staff recommends extending the non-exclusive contracts via Amendment #4 (attached) to both West Coast Arborists, Inc. and Treescapes and Amendment #2 (attached) to Royal Oak Tree Service. Each Amendment extends the current non-exclusive contracts from March 1, 2025, to February 28, 2026, and increases the not-to-exceed amount to \$200,000.

Staff will procure individual tree maintenance services from either West Coast Arborists, Inc., Treescapes, or Royal Oak Tree Service, based upon the provider's proposal for the specified work, availability to undertake and complete the services, and quality of prior services during the contract.

Although each contract dollar total will be in the amount not to exceed \$200,000, staff intends not to expend more than the tree maintenance budget in any given Fiscal Year. This past year, the District expended (as of January 8, 2025) \$191,355 with West Coast Arborist, Inc., \$131,413 with Treescapes, and \$184,210 with Royal Oak Tree Service.

Staff intends to revisit tree maintenance services contracts on an annual basis and will bring the appropriate recommendations to the Board each year.

All other terms and conditions of the February 2021 and 2023 contracts apply. The Tree Services Contracts and Amendments for each can be found at:

www.crp.org/WestCoast
www.crp.org/Treescapes
www.crp.org/RoyalOak

STRATEGIC PLAN COMPLIANCE

Meets 2025 Strategic Goal 2.0 Facilities - Element and Objective Strategy: Our objective is to provide and maintain recreational facilities that meet the needs of the community. Our strategy is to effectively plan and allocate resources to implement the District's Master Plan.

Respectfully Submitted By,



Andrew J. Mooney, Director
Parks and Planning

Attachment

TREE MAINTENANCE SERVICES CONTRACT
Amendment #4

THIS AMENDMENT TO THE March 1, 2021 TREE MAINTENANCE SERVICES CONTRACT, hereinafter called "Amendment #4", is made and entered into, by and between the Conejo Recreation and Park District, hereinafter referred to as "Owner," and West Coast Arborists, Inc., hereinafter referred to as "Contractor."

The parties agree that by Amendment #4, the contract is extended from March 1, 2025, to February 28, 2026.

The parties agree that by Amendment #3, the contract not-to-exceed amount is \$200,000.

All other terms and conditions of the March 2021 TREE MAINTENANCE SERVICES CONTRACT apply.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date written below.

CONEJO RECREATION & PARK DISTRICT

Dated: _____

By: _____
Jim Friedl, General Manager

WEST COAST ARBORISTS, INC.

Dated: _____

By: _____

TREE MAINTENANCE SERVICES CONTRACT
Amendment #4

THIS AMENDMENT TO THE March 1, 2021 TREE MAINTENANCE SERVICES CONTRACT, hereinafter called "Amendment #4", is made and entered into, by and between the Conejo Recreation and Park District, hereinafter referred to as "Owner," and Treescapes, hereinafter referred to as "Contractor."

The parties agree that by Amendment #4, the contract is extended from March 1, 2025, to February 28, 2026.

The parties agree that by Amendment #4, the contract not-to-exceed amount is \$200,000.

All other terms and conditions of the March 2021 TREE MAINTENANCE SERVICES CONTRACT apply.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date written below.

CONEJO RECREATION & PARK DISTRICT

Dated: _____

By: _____
Jim Friedl, General Manager

TREESCAPES

Dated: _____

By: _____

TREE MAINTENANCE SERVICES CONTRACT
Amendment #2

THIS AMENDMENT TO THE March 1, 2023 TREE MAINTENANCE SERVICES CONTRACT, hereinafter called "Amendment #2", is made and entered into, by and between the Conejo Recreation and Park District, hereinafter referred to as "Owner," and Royal Oak Tree Services, hereinafter referred to as "Contractor."

The parties agree that by Amendment #2, the contract is extended from March 1, 2025, to February 28, 2026.

The parties agree that by Amendment #2, the contract not-to-exceed amount is \$200,000.

All other terms and conditions of the March 2023 TREE MAINTENANCE SERVICES CONTRACT apply.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date written below.

CONEJO RECREATION & PARK DISTRICT

Dated: _____

By: _____
Jim Friedl, General Manager

ROYAL OAK TREE SERVICE

Dated: _____

By: _____