

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: SCOTT WAGNER, ACTING CHIEF FINANCIAL OFFICER,  
FINANCE DEPARTMENT  
SUBJECT: APPROVAL – GENERAL SERVICE AGREEMENT F003152 FOR  
TREE SERVICES

AGENDA ACTION: MOTION

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RECOMMENDATION

The Finance Department recommends that the Council, by motion, approve a two-year General Services Agreement Number F003152 with California Expert Tree Solutions Inc., DBA California Tree Solutions, San Jose, California, for tree services for a total amount of \$300,000, and authorizes the Purchasing Agent make non-substantive changes to the Agreement, subject to approval by the City Attorney, and execute the Agreement. This item has no impact on current fiscal year budget.

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EXECUTIVE SUMMARY

There is a citywide need for tree services including tree removal, pruning, stump grinding, and arboriculture consulting services.

GOAL

This item relates to Council Goal #5 core service and various City departments that have an ongoing need for tree services citywide.

BACKGROUND/PRIOR COUNCIL REVIEW

On September 25, 2025, Invitation for Bid (IFB) 25-70 was opened by the Buyer for tree services.

The contract for tree services will be used by the Recreation and Parks, Parking, Transportation and Public Works, and Water Departments.

ANALYSIS

Purchasing received Purchase Request R169819 to be used by various departments for

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tree services including tree removal, pruning, stump grinding, and arboriculture consulting services. The amount of this contract is an estimate only. Each project will be quoted using the fixed pricing under the Agreement and paid for by the department requesting the work.

- On September 25, 2025, IFB 25-70 was opened by the Buyer.
- Of the thirty-nine (39) prospective bidders, sixteen (16) responses were received, and thirteen (13) were deemed responsive and responsible.
- California Expert Tree Solutions Inc. is the lowest responsive bidder, and it is recommended to be issued a Blanket Purchase Order for a two-year term with three (3) one-year extension options.

FISCAL IMPACT

Funds for this purchase are included in the Fiscal Year 2025-26 adopted budget within various departments under various charge codes. There is no direct fiscal impact to the General Fund.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the recommended action is not a “project” subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the recommended action is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility that the recommended action may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – General Services Agreement

PRESENTER(S)

Jennifer Myles, Purchasing Agent