



# AGENDA STAFF REPORT

Control: 26001286

**MEETING DATE:** 06/23/2026

**LEGAL ENTITY TAKING ACTION:** Board of Supervisors

**BOARD OF SUPERVISORS DISTRICT(S):** All Districts

**SUBMITTING AGENCY/DEPARTMENT:** OC Community Resources

**DEPARTMENT CONTACT PERSON(S):** Dylan Wright, 714-480-2788  
Joanne Veedor, 714-480-2875

**SUBJECT:** Approval of Contract for Tree Care Maintenance Services

<b>CEO CONCUR</b>	<b>COUNTY COUNSEL REVIEW</b>	<b>CLERK OF THE BOARD</b>
Concur	No Legal Objection	DISCUSSION
		3 Votes Board Majority

<b>Budgeted:</b> N/A	<b>Current Year Cost:</b> N/A	<b>Annual Cost:</b>
		FY 2026-27 - \$2,800,000
		FY 2027-28 - \$3,360,000
		FY 2028-29 - \$3,360,000
		FY 2029-30 - \$560,000

<b>Staffing Impact:</b> No	<b>Funding Source:</b> OC Parks Fund 405:	<b>Sole Source:</b> No
<b>Current Fiscal Year Revenue:</b> N/A	89%, OC Public Libraries Fund 120: 9%,	<b>County Audit in Last 3 years:</b> No
	OC animal Care Fund 100: 2%	

**Levine Act Review Completed?** Yes

**Prior Board Action:** N/A

**RECOMMENDED ACTION(S):**

1. Find that the project is categorically exempt from the California Environmental Quality Act (CEQA), Class 4 (Minor Alterations to Land) pursuant to CEQA Guidelines Section 15304.
2. Select and approve a Respondent and Alternate Respondent from the Solicitation Ranking Results list of respondents in Attachment C resulting from Request for Proposals No. 012-2964102-EB for Tree Care Maintenance Services.
3. Approve Model Contract for Tree Care Maintenance Services, and direct the County Procurement Officer, or their Deputized designee, to negotiate and execute, upon County Counsel approval to form, the approved Contract(s) without substantive changes with the Respondent selected by the Board of Supervisors, in an amount not to exceed \$10,080,000, for a term beginning September 1, 2026, through

August 31, 2029, renewable for one additional two-year term. Should negotiations with the selected Respondent fail, authorize the County Procurement Officer, or their Deputized designee, to terminate negotiations with the Selected Respondent and proceed to negotiate and execute the approved Contract, upon County Counsel approval to form, without substantive changes with the Alternate Respondent selected by the Board.

**SUMMARY:**

Approval of the Model Contract for Tree Care Maintenance Services and direction of County Procurement Officer or their Deputized designee to negotiate and execute, upon approval to form, the approved Contract(s) with the selected Respondent will support efforts to preserve and protect the overall health of trees while promoting tree safety at various OC Community Resources facilities managed by OC Parks, OC Public Libraries and OC Animal Care through comprehensive tree maintenance services, inventory and work record management.

**BACKGROUND INFORMATION:**

OC Community Resources (OCCR) utilizes contractors to provide Tree Care Maintenance Services (Services) that include routine and non-routine maintenance such as clearance, aesthetic and reconstructive pruning, hazard abatement, storm and emergency response, tree removal, stump removal, pruning, health treatment, arborist services, tree planting, and Geographic Information System (GIS) inventory management. Proper care of trees in OCCR facilities is critical to preserve and protect the overall health and structure of trees and to ensure that trees are managed effectively for public safety.

OCCR maintains a substantial tree inventory across multiple program areas including:

- OC Parks: 49,143 trees
- OC Public Libraries: 541 trees
- OC Animal Care: 159 trees

The Contract (Attachment A) provides for countywide Services to support public safety, asset preservation, and ongoing operations across OC Parks, OC Public Libraries, OC Animal Care and other OCCR facilities. Estimated annual service volumes under the Contract include: 8,000–12,000 tree prunings; 200–400 tree removals; and 300–600 tree plantings. These quantities are planning estimates only and may be adjusted at the County’s discretion based on operational needs, seasonal conditions and emergent safety concerns.

On January 13, 2026, OCCR released Request for Proposals (RFP) No. 012-2964102-EB for Tree Care Maintenance Services on the County’s online bidding system. Six proposals were received by the solicitation deadline of February 3, 2026. The Orange County Preference Policy (OCPP) was applicable to this solicitation; no OCPP-qualified proposals were submitted.

The proposals were evaluated utilizing the evaluation criteria listed in attachment B. A five-member panel with expertise in arboriculture, operations and facilities management evaluated the proposals. The panel was comprised of an OC Parks arboriculture expert, two OC Parks operations and maintenance staff, and one OCCR Facilities Management staff. Three respondents advanced to the interview.

A Notice of Solicitation Ranking Results was issued on March 10, 2026, see Attachment C. No protests were received in response to the solicitation ranking results.

<b>Respondent</b>	<b>Score</b>
West Coast Arborists, Inc.	2555
Mariposa Tree Management Inc.	2264
United Pacific Services Inc.	2196

Reference checks for the three Respondents which advanced to the interview phase were satisfactory and were for similar projects or services. The appropriate due diligence has been conducted, and OCCR has verified that there are no concerns that must be addressed with respect to the Respondents' ownership/name, litigation status or conflicts with County interests. An analysis was completed to verify the Contract provides County with persons specially trained, experienced, expert and competent to perform the special services in accordance with the law.

OCCR requests that the Board of Supervisors (Board) select and approve a Selected Respondent and Alternate Respondent from the Solicitation Ranking Results list in Attachment C, approve the Model Contract and direct the County Procurement Officer, or Deputized designee, to negotiate and execute the approved Model Contract, upon County Counsel approval to form, with the Selected Respondent as referenced in the Recommended Actions above. Approval of the recommended actions will continue to support the County's efforts to preserve and protect the overall health of tress while promoting tree safety at various OCCR facilities.

This Contract does not currently include subcontractors or pass throughs to other providers. See Attachment D for Contract Summary Forms.

**Compliance with CEQA:**

The proposed project is categorically exempt (Class 4) from the provisions of CEQA pursuant to CEQA Guidelines Section 15304 because it involves minor alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature or scenic trees.

**FINANCIAL IMPACT:**

Appropriations for this Contract will be included in OC Parks Fund 405, OC Public Libraries Fund 120 and Animal Care Budget Control 024 for FY 2026-27 and will be included in the budgeting process for future years.

The Contract includes a provision stating the Contract is subject to, and contingent upon, applicable budgetary appropriations approved by the Board for each fiscal year during the term of this Contract. If such appropriations are not approved, this Contract may be terminated with a 30 days' notice without penalty to the County.

**STAFFING IMPACT:**

N/A

**REVIEWING AGENCIES/DEPARTMENTS:**

N/A

**ATTACHMENTS:**

Attachment A - Model Contract

Attachment B - RFP Individual Scores Per Criteria and Summarized Score Sheet

Attachment C - Solicitation Ranking Results List

Attachment D - Contract Summary Forms