



**STAFF REPORT
CITY COUNCIL REGULAR MEETING AGENDA
MEETING DATE: DECEMBER 4, 2023**

SUBMITTED: November 20, 2023
DEPARTMENT: Fire
DEPARTMENT HEAD: Rodney Dover, Interim Fire Chief

TITLE OF ITEM: RESOLUTION NO. 2023-243, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLLISTER TO ACCEPT THE PROPOSALS RECEIVED, AWARD A CONTRACT IN THE AMOUNT OF \$314,656.13 TO COMMUNITY TREE SERVICES AND AUTHORIZE THE EXECUTION OF A CONTRACT FOR THE SAN BENITO COUNTY FUEL REDUCTION PROJECT.

BRIEF DESCRIPTION: This resolution will accept the proposals opened on October 9, 2023 and award a contract to Community Tree Services for the San Benito County Fuel Reduction 23/24 Project.

RECOMMENDATION: Adopt a resolution accepting the proposals and awarding the contract to Community Tree Services for the San Benito County Fuels Reduction 23/24 Project.

DEPARTMENT SUMMARY: On August 7, 2023, the San Benito County Fuel Reduction Project was approved by the City Council and staff was authorized to call for sealed proposals. On October 6, 2023, four (4) proposals were received. The bids were opened on October 9th, 2023. The most qualified proposal bid received was Community Tree Services. One proposal was disqualified for not having all documents necessary, one proposal withdrew from the bid and refused to be awarded, and the other proposal's scope of work did not include all the work needed to be performed for the Project. The bid tabulation is attached.

Staff is requesting the City Council do the following: Accept the proposals received, award the contract to the most qualified proposal bid, and authorize the Mayor to execute the contract with Community Tree Services.

FINANCIAL IMPACT: No financial impact. All funds are distributed from the Grant Agreement No. 5GG21118; City of Hollister, "San Benito County Fuels Reduction" from the State of California Department of Forestry and Fire Protection (CAL FIRE)

CEQA: CEQA documents have been fulfilled for this project.

ATTACHMENTS:

1. BID TABULATION CRITERION SCORING
2. Fuel Reduction General Services Agreement CTS Signed 11.28.23 FINAL

THIS REPORT WAS REVIEWED BY THE CITY MANAGER WHO CONCURS WITH THE STAFF RECOMMENDATION



David Mirrione, City Manager

RESOLUTION NO. 2023-243

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLLISTER TO ACCEPT THE PROPOSALS RECEIVED, AWARD A CONTRACT IN THE AMOUNT OF \$314,656.13 TO COMMUNITY TREE SERVICES AND AUTHORIZE THE EXECUTION OF A CONTRACT FOR THE SAN BENITO COUNTY FUEL REDUCTION PROJECT.

WHEREAS, on August 7, 2023, the City Council authorized staff to solicit proposals for the San Benito County Fuel Reduction Project; and

WHEREAS, on August 29, 2023, staff called for sealed proposals; and

WHEREAS, on October 6th, 2023, four (4) bids were received; and

WHEREAS, the most qualified proposal bid was received from Community Tree Services.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hollister accepts the proposals and awards a contract to Community Tree Services for the bid amount of \$314,656.13.

BE IT FURTHER RESOLVED, that the City Council of the City of Hollister authorizes the Mayor to execute a contract with Community Tree Services.

PASSED AND ADOPTED, by the City Council of the City of Hollister at a Regular Meeting held this 4th day of December, 2023, by the following vote:

Mia Casey, Mayor

ATTEST:

Jennifer Woodworth, MMC, City Clerk

APPROVED AS TO FORM:

Lozano Smith Attorneys at Law

Mary F. Lerner, City Attorney

I, JENNIFER WOODWORTH, MMC, City Clerk of the City of Hollister, do hereby certify that the attached Resolution No. 2023-243, is an original Resolution, or true and correct copy of a City Resolution, duly adopted by the Council of the City of Hollister at a regular meeting of said Council held on the 4th day of December, 2023, at which meeting a quorum was present.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of the City of Hollister this City Council day of December, 2023.

Jennifer Woodworth, MMC

City Clerk of the City of Hollister