



# CITY OF LOMITA CITY COUNCIL REPORT

**TO:** City Council **Item No.**  
**FROM:** Andrew Vialpando, City Manager **{{section.number}}j**

**PREPARED BY:** Lina Hernandez, Deputy City Manager/Public Works Director

**MEETING DATE:** December 17, 2024

**SUBJECT:** Professional Services Agreement with United Pacific Services, Inc.  
for Urban Forestry & Inventory

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## **RECOMMENDATION**

Award an Agreement for Urban Forestry & Inventory Services to United Pacific Services, Inc. for an amount not to exceed \$70,414 per year for a three-year term; and authorize the City Manager to execute the Agreement.

## **BACKGROUND**

The City utilizes contract tree trimming and maintenance services to perform annual tree maintenance to comply with urban forestry standards within the City. These services reduce the City's risk and liability, contribute to maintaining public safety, improve tree health and structure, and make the City more aesthetically pleasing.

The City is divided into seven tree maintenance zones (A-G). Work is generally planned on a grid system, pruning the designated zones on a regular schedule. Service is also complete on an as needed basis. The previous agreement with United Pacific Services, Inc for Urban Forestry & Inventory Services, expired this year. The City has completed work in-house since the expiration of the contract.

On October 16, 2024, staff issued a Request for Proposals (RFP) for Urban Forestry & Inventory Services. Two proposals were received by the deadline of November 13, 2024, from the following companies:

1. United Pacific Services, Inc.
2. West Coast Arborists, Inc.

Staff reviewed the proposals by evaluating each company's experience, credentials, proposal, and total aggregate costs for the expected needs of the City. After thorough review, staff recommends United Pacific Services, Inc. as their proposal best aligned with the needs of the City.

In addition to providing services competently to the City from 2021-2024, United Pacific Services, Inc. has provided comparable service to many cities and public agencies including Downey, Pasadena, Los Angeles, and Caltrans.

**FISCAL IMPACT**

Funds for these professional services are included in the FY24-26 budget in the Tree Trimming Contract Account 205-620-5350.000. This agreement has been structured to provide for an annual budget of \$70,414 for these Citywide services, which will be reflected in the City's future budget.

**OPTIONS**

1. Approve recommended action
2. Provide alternative direction

**ATTACHMENTS**

1. Professional Services Agreement
2. Exhibit A (Scope of Work, United Pacific Services, Inc. proposal and proposed fee schedule)

Reviewed by:



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Gary Y. Sugano  
Assistant City Manager

Approved by:



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Andrew Vialpando  
City Manager

Prepared by:



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Lina Hernandez  
Deputy City Manager/Public Works Director