



City of San Leandro

Meeting Date: January 4, 2021

Staff Report

File Number: 20-609 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.J.

TO: City Council

FROM: Fran Robustelli
Interim City Manager

BY: Debbie Pollart
Public Works Director

FINANCE REVIEW: Susan Hsieh
Finance Director

TITLE: Staff Report for a City of San Leandro City Council Resolution Approving Appropriation of \$49,500 from the General Fund Unassigned Fund Balance to Account 010-33-001-5340 Street Trees Maintenance for Storm-Related Emergency Tree Removal Work

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council approve appropriation of \$49,500 from the General Fund unassigned fund balance to the Public Works street trees maintenance account to pay for emergency tree removal work required during the October 26-27 windstorms.

BACKGROUND

The windstorms of late October resulted in a total of 131 distinct addressed calls for service. The magnitude of the damage to City trees was such that even utilizing other Public Works staff to assist the 2-man trees crew, it was evident that contract assistance would be required in order to provide more than a minimal level of service that would allow for a quicker return to normal service operations.

Public Works staff contacted vendors that it uses on such occasions, with one vendor, AAA Tree Service Inc. being responsive. The scope of work included visual inspection of damaged trees in order to determine which could be saved by trimming damaged branches, and which necessitated removal. In total, 49 trees were removed by the contractor. In order to save funds, staff indicated to the contractor that City staff would do the stump removals/grinds for those trees that were removed.

The Street Trees Maintenance account is 100% General Fund and does not budget for potential storm damage as storm severities vary from year-to-year. Public Works does budget for annual contract tree maintenance services, but the funds for this fiscal year have already been encumbered with normal maintenance contract work currently underway.

Fiscal Impacts

This General Fund project will cost \$49,500, which requires increasing the FY2020-21 budget by the same amount and will be funded by appropriating from the General Fund unassigned fund balance to Account 010-33-001-5340.

Budget Authority

<u>Account No.</u>	<u>Amount</u>
010-33-001-5340	\$49,500

ATTACHMENT

Attachment to Staff Report

- AAA Tree Service Inc. Invoice

PREPARED BY: Debbie Pollart, Director, Public Works Department



AAA Tree Service Inc



2816 Hidden Lane
Hayward, California, 94541

Phone: (510) 538-8761 • Fax: (510) 881-4872

State Contractors Lic # 928350

www.aatreeserviceinc.com

Invoice No: 2693

City of San Leandro		Date: 11-17-2020
Contact: Don	Job:	
Phone: 510 612 7030	Job Location:	
Fax: dconnor@sanleandro.org	San Leandro CA	

1395 San Rafael	1	Tree	remove - stump left tall
770 E 14th (across from)	1	Tree	remove - stump left tall
685 E 14th	1	Tree	remove - stump left tall
689 E 14th	1	Tree	remove - stump left tall
375 E 14th	1	Tree	remove - stump left tall
835 E 14th	1	Tree	remove - stump left tall
1800 E 14th	1	Tree	remove - stump left tall
2150 E 14th	1	Tree	remove - stump left tall
650 Mac Arthur	1	Tree	remove - stump left tall
675 Bancroft	1	Tree	remove - stump left tall
1160 Cumberland	1	Tree	remove - stump left tall
14733 Corvallis	1	Tree	remove - stump left tall

We hereby propose to furnish material, equipment and labor - complete with above specifications. TOTAL: 12,000

(Please check one of the following)

Brush Disposal Yes No * Haul Wood * Stay Firewood Length * Haul Chips * Back Fill Hole

AAA TREE SERVICE INC. WILL NOT BE RESPONSIBLE FOR DAMAGE TO PROPERTY NOT VISIBLE WHERE NOT SPECIFICALLY MENTIONED HEREIN. ESPECIALLY UNDERGROUND INSTALLATIONS AND UTILITIES. THIS WORK IS COVERED BY WORKER'S COMPENSATION FOR THE COMPLETE PROTECTION OF OUR CLIENTS. MOST IMPORTANT, OUR TRAINING AND RESPONSIBILITY ASSURES THE SAFETY OF YOUR PROPERTY.

Terms and Conditions of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be due upon completion of work. When account becomes past due and collections become necessary, the customer is responsible for billing or service charges, attorney fees, court costs and other related expenses.

AAA Tree Service Inc. is not responsible for securing removal permits or any other permits with regards to tree work.

ALL TERMS AND CONDITIONS ACCEPTED HEREIN:

Acceptance Date: _____

Submitted By AAA Tree Service Inc.:

By: _____

Patricia

Owner / Agent for Owner

Please Print Your Name

FAX

MAIL



AAA Tree Service Inc



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State Contractors Lic # 928350

Invoice No: 2694

City of San Leandro		Date: 11-17-2020
Contact: Don		Job:
Phone: 510 612 7030		Job Location:
Fax: d.com@sanleandro.org		San Leandro CA

Access from 601 MacArthur	1	Tree	remove - stump left tall
1302 Esser	1	Tree	remove - stump left tall
14683 Wiley	1	Tree	remove - stump left tall
777 Joaquin Ave	1	Tree	remove - stump left tall
1040 Davis	2	Trees	remove - stump left tall
440 Davis	1	Tree	remove - stump left tall
320 Davis	1	Tree	remove stump left tall
445 Bancroft	1	Tree	remove stump left tall
15498 E 14th	1	Tree	remove stump left tall
15754 E 14th	1	Tree	remove stump left tall
15206 E 14th	1	Tree	remove stump left tall
501 Davis	1	Tree	remove stump left tall

DISPOSAL:

We hereby propose to furnish material, equipment and labor - complete with above specifications. TOTAL: 13,000

(Please check one of the following)

Brush Disposal Yes No * Haul Wood * Stay Firewood Length * Haul Chips * Back Fill Hole

AAA TREE SERVICE INC. WILL NOT BE RESPONSIBLE FOR DAMAGE TO PROPERTY NOT VISIBLE WHERE NOT SPECIFICALLY MENTIONED HEREIN. ESPECIALLY UNDERGROUND INSTALLATIONS AND UTILITIES. THIS WORK IS COVERED BY WORKER'S COMPENSATION FOR THE COMPLETE PROTECTION OF OUR CLIENTS. MOST IMPORTANT, OUR TRAINING AND RESPONSIBILITY ASSURES THE SAFETY OF YOUR PROPERTY.

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Acceptance Date: _____

Submitted By AAA Tree Service Inc.:

By: _____

Patricia

Owner / Agent for Owner

Please Print Your Name

FAX

MAIL



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Hayward, California, 94541

Phone: (510) 538-8761 • Fax: (510) 881-4872
www.aatreeserviceinc.com

State Contractors Lic # 928350

Invoice No: 2695

City of San Leandro		Date:	11-17-2020
Contact: Don		Job:	
Phone: 510 612 7030		Job Location:	
Fax: dconnor@santleandro.org			San Leandro CA

320 Davis	1	Tree	remove - stump 6ft tall
1427 E 14th	1	Tree	remove - stump 6ft tall
1371 E 14th (Podocarpus in alleyway)	2	Trees	remove stump 6ft tall
355 Joaquin	1	Tree	remove stump 6ft tall
855 Maud St	1	Tree	remove stump 6ft tall
1237 Dartmouth	1	Tree	remove stump 6ft tall
116 Garcia	1	Tree	remove stump 6ft tall
5166 Dutton	1	Tree	remove stump 6ft tall
600 Bancroft	1	Tree	remove stump 6ft tall
415 E 14th St	1	Tree	remove stump 6ft tall
			DISPOSAL:
We hereby propose to furnish material, equipment and labor - complete with above specifications. TOTAL:			11,000
(Please check one of the following)			
Brush Disposal Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> * Haul Wood <input type="checkbox"/> * Stay Firewood Length <input type="checkbox"/> * Haul Chips <input checked="" type="checkbox"/> * Back Fill Hole <input type="checkbox"/>			

AAA TREE SERVICE INC. WILL NOT BE RESPONSIBLE FOR DAMAGE TO PROPERTY NOT VISIBLE WHERE NOT SPECIFICALLY MENTIONED HEREIN. ESPECIALLY UNDERGROUND INSTALLATIONS AND UTILITIES. THIS WORK IS COVERED BY WORKER'S COMPENSATION FOR THE COMPLETE PROTECTION OF OUR CLIENTS. MOST IMPORTANT, OUR TRAINING AND RESPONSIBILITY ASSURES THE SAFETY OF YOUR PROPERTY.

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ALL TERMS AND CONDITIONS ACCEPTED HEREIN:

Acceptance Date: _____

Submitted By AAA Tree Service Inc.:

By: _____

Phenicia

Owner / Agent for Owner

Please Print Your Name

FAX

MAIL



AAA Tree Service Inc



2816 Hidden Lane
Hayward, California, 94541

Phone: (510) 538-8761 • Fax: (510) 881-4872

www.aatreeserviceinc.com

State Contractors Lic # 928350

Invoice No: 2700

City of San Leandro		Date: 11-17-2020
Contact: Don	Job:	
Phone: 510 612 7030	Job Location:	
Fax: doconnora@sanleandro.org	San Leandro CA	

1761 E 14th	1	Tree	remove - stump left Tall
15540 E 14th	1	Tree	remove - stump left Tall
15498 E 14th	1	Tree	remove - stump left Tall
14700 E 14th	1	Tree	remove - stump left Tall
2300 E 14th	1	Tree	remove - stump left Tall
112 Parrott St	1	Tree	remove - stump left Tall

DISPOSAL:

We hereby propose to furnish material, equipment and labor - complete with above specifications. **TOTAL:** 6000-

(Please check one of the following)

Brush Disposal Yes No * Haul Wood * Stay Firewood Length * Haul Chips * Back Fill Hole

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ALL TERMS AND CONDITIONS ACCEPTED HEREIN:

Acceptance Date: _____
By: _____
Owner / Agent for Owner

Submitted By AAA Tree Service Inc.:
Fernanda

Please Print Your Name FAX MAIL



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State Contractors Lic # 928350

Invoice No: 2710

City of San Leandro		Date:	11-17-2020
Contact:	Don	Job:	
Phone:	510 612 7030	Job Location:	
Fax:	doconnora@sanleandro.org		San Leandro CA

801 Davis St	1	Poplar	remove	
801 Davis St	1	Poplar	remove	
801 Davis St	1	poplar	remove	
801 Davis St	1	poplar	remove	
801 Davis St	1	poplar	remove	
801 Davis St	1	poplar	remove	
801 Davis St	1	poplar	remove	
				DISPOSAL:
We hereby propose to furnish material, equipment and labor - complete with above specifications. TOTAL:				7500
(Please check one of the following)				
Brush Disposal Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> * Haul Wood <input checked="" type="checkbox"/> * Stay Firewood Length <input type="checkbox"/> * Haul Chips <input checked="" type="checkbox"/> * Back Fill Hole <input type="checkbox"/>				

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Acceptance Date: _____

Submitted By AAA Tree Service Inc.:

By: _____

patricia

Owner / Agent for Owner

Please Print Your Name

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City of San Leandro

Meeting Date: January 4, 2021

Resolution - Council

File Number: 20-610

Agenda Section: CONSENT CALENDAR

Agenda Number:

TO: City Council

FROM: Fran Robustelli
Interim City Manager

BY: Debbie Pollart
Public Works Director

FINANCE REVIEW: Susan Hsieh
Finance Director

TITLE: RESOLUTION of the City of San Leandro City Council to Appropriate \$49,500 from the General Fund Unassigned Fund Balance to the Street Trees Maintenance Account 010-33-001-5340 in Fiscal Year 2020-2021 to Pay for Emergency City Street Tree Removals

WHEREAS, the contracted work was performed on an emergency basis with the final invoice presented to this City Council; and

WHEREAS, the City Council is familiar with the contents thereof; and

WHEREAS, the Fiscal Year 2020-2021 General Fund unassigned fund balance has funds available to appropriate to the Street Trees Maintenance account to cover the emergency tree work.

NOW, THEREFORE, the City Council of the City of San Leandro does **RESOLVE** as follows:

1. That for Fiscal Year 2020-2021 an additional appropriation of funds shall be made from the General Fund unassigned fund balance to the Street Trees Maintenance Account 010-33-001-5340 in the amount of \$49,500.