


TXShare
Your Public Sector Solutions Center

REQUEST FOR PROPOSALS
For
Property Cleanup, Tree Trimming & Debris Removal Services
RFP # 2024-049

Sealed proposals will be accepted until 2:00 PM CT, **March 11, 2024**, and then publicly opened and read aloud thereafter.

West Coast Arborists, Inc.		
Legal Name of Proposing Firm		
Victor Gonzalez		Vice President
Contact Person for This Proposal		Title
714-991-1900	vgonzalez@wcainc.com	
Contact Person Telephone Number	Contact Person E-Mail Address	
5301 Southwest Parkway, Suite 400	Austin/TX	78735
Street Address of Principal Place of Business	City/State	Zip
2200 East Via Burton	Anaheim/CA	92806
Mailing Address of Principal Place of Business	City/State	Zip
Victor Gonzalez		Vice President
Point of Contact for Contract Negotiations		Title
714-991-1900	vgonzalez@wcainc.com	
Point of Contact Telephone Number	Point of Contact Person E-Mail Address	
Acknowledgment of Addenda (initial): #1  #2 _____ #3 _____ #4 _____ #5 _____		

NOTE: Any confidential/proprietary information must be clearly labeled as “confidential/proprietary”. All proposals are subject to the Texas Public Information Act.

(Cover Sheet)



Setting the Gold Standard
by partnering with over 300 communities

North Central Texas Council of
Governments / TXShare

RFP #2024-049 – Property Cleanup, Tree Trimming & Debris Removal Services

GROWING:
Greenspace
Communities
Environment

ROOTED IN:
Safety
Experience
Technology



West Coast Arborists, Inc.
WCAINC.COM • (800) 521-3714
LIC #366764 • DIR #1000000956





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TAB A – CAPACITY TO DELIVER





February 14, 2024

North Central Texas Council of Governments/TXShare

Attn: Charlie Oberrender, Purchasing Division

616 Six Flags Drive

Arlington, TX 76011

RE: RFP #2024-049 Property Cleanup, Tree Trimming & Debris Removal Services**Due: Monday, March 11, 2024 at 2:00PM**

To whom it may concern;

Thank you for allowing West Coast Arborists, Inc. (WCA) the opportunity to submit a proposal for tree trimming services for the North Central Texas Council of Governments/TXShare. WCA is a family-owned and operated company employing over 1,200 full-time employees providing various tasks to achieve one goal: serving communities who care about trees. We have reviewed, understand, and agree to the terms and conditions described in this RFP. We also hereby acknowledge that we meet the minimum requirements and responded to each of these requirements to the best of our ability. Our proposal is valid for a period of 90 days. We hereby acknowledge receipt of Addendum No. 1.

WCA's corporate values include listening to customers and employees to help improve services offered. By establishing clear goals and expectations for the organization, supporting its diverse teams, and exchanging frequent feedback from customers and employees, we are able to provide 'gold standard' tree care services. WCA's top management team has created a culture where employees become accountable for actions and results. Our Tree Care Industry Association (TCIA) company-wide accreditation is evidence of the commitment WCA has to our safety and training programs, customer satisfaction and our capacity to maintain industry standards.

WCA has a 51-year track record of working for more than 350 California and Arizona municipalities as well as other various agencies. Our company has been in business since 1972 and is licensed by the California State Contractors License Board under license #366764. We have held this license in good standing since 1978. The license specializes in Class C61 (Tree Service), Class C27 (Landscaping) and Class C31 (Traffic Control). We currently employ over 95 Certified Arborists and over 155 Certified Tree workers, as recognized by the International Society of Arboriculture. WCA is also registered with the Department of Industrial Relations (DIR) for Public Works projects, our registration number is 1000000956. All work will be performed in-house; no subcontractors will be used.

As a potential contractor in the area, we embrace the opportunity to engage in an interview where we can provide comprehensive details about the services offered by our firm. For questions related to this proposal and who has the authority to negotiate/present please contact Victor Gonzalez, V.P. Business Development, at (714) 991-1900 or at vgonzalez@wcainc.com. Isaac Garza, Area Manager, will be assigned to this project should WCA be awarded a contract. He can be reached at (714) 396-9544 or igarza@wcainc.com.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Patrick Mahoney', is written over a light blue horizontal line.

Patrick Mahoney, President

Executive Summary

West Coast Arborists, Inc.'s goal as a professional tree maintenance and management company is to educate our clientele and provide them with our expertise and knowledge to ensure their urban forest is healthy and thriving for years to come. This goal helps protect and maintain the integrity of our states tree canopy, to prevent and properly manage pests and disease as well as ensuring the 'right tree is planted in the right place', to reduce liability and to protect our citizens, city property and the trees themselves. Proper maintenance and management go hand in hand and starts with a clear, concise understanding of the condition of an urban forest, the client's goals, and a plan for long term care.

Our growth as an industry leader can be seen by our qualified employees, advancement in industry certifications, professional affiliations, and sustainable business practices. We take pride in providing communities with gold standard tree services. What started in 1972 (51 years ago) as a local residential tree company with only four employees has grown into a statewide corporation with over 1,200 employees. WCA is still a family-owned and operated business with headquarters in Anaheim, California.

As a result of the recent budget issues, municipalities are being stretched to their financial limits. City and County administrators are faced with budget reductions leading to staff cutbacks, decreased levels of service, and antiquated equipment. The resulting trend of lower service levels needs to be turned around. We believe in an Interactive Partnership with the community, where municipalities can confidently rely on WCA to assist them with any of their tree care needs. Our staff, fleet and financial capabilities make us the best candidate

Our goals in urban tree care are to extend the life of all trees, safeguard public safety, and produce a reliable source of shade, beauty and the other non-commercial benefits that result from healthy trees in parks and City right-of-way. Obviously, this cannot be accomplished without the City's valued input or without community involvement.

Benefits of Contracting with West Coast Arborists Inc.

- Complete, current GPS tree inventory database capabilities
- Service history, per each city-owned tree maintained by WCA, Inc.
- Use of ArborAccess tree inventory software program at no additional cost
- Emergency response available within 24 hours, usually within 2 hours
- Daily notifications indicating where work is being performed within the city
- Timely, punctual work scheduling
- ISA Certified Arborists available to ensure proper tree care
- ISA Certified Arborist services available for as needed for hazard assessment and report writing
- Unlimited resources (equipment and personnel) to respond to various client projects
- Provide the client with the latest info on tree industry standards and recommendations
- In-house Plant Healthcare Division to diagnose and recommend treatment(s)
- Designated project team assigned to each Maintenance District
- Excellent customer relations





Community

The community consists of everyone that cares about trees. They include residents, business owners, community groups, consumers, schools, and citizen arborists. We believe the community is the actual customer. We strive to provide the highest level of service in the safest manner possible in an effort to create a beautiful environment. In addition, as a valuable resource within the community we are able to offer extraordinary services to the public including, but not limited to, arboricultural education, participation in Arbor Day and other County events, and special community projects.

City Administration

City staff has the very important task of managing trees as an ecosystem, taking into consideration specific biological, social and economic conditions. They must ensure that the best methods of tree care are practiced in the community, that the lives of the trees are extended beyond average, and that the taxpayers receive the most from their investment in trees.

WCA, Inc. specializes in tree care for municipalities and public agencies. It does not provide residential service or sub-contract.



West Coast Arborists, Inc. (WCA)

We have the challenge of meeting the community's needs, not only in tree care, but also in other aspects. However, unlike most firms, we believe to be a valuable resource in that we have the qualifications and corporate capabilities to meet the community's needs and beyond. Our Certified personnel ensure the community that the work performed will be in accordance with to-day's standards. The collection of equipment allows us to dedicate specific pieces to the City. Our support staff aids the field team with information management, which provides communities with a complete, comprehensive urban tree care program.



**COMPANY INFORMATION**

President: Patrick Mahoney
 Organization Type: Corporation
 Established: 1972
 Federal Tax ID: 95-3250682
 Members of Laborers' Union:
 LiUNA!
 SAM Entity ID: CFJMV MJ9NSD1
 Website: wcainc.com

CORPORATE OFFICE

2200 E. Via Burton St.
 Anaheim, CA 92806

REGIONAL OFFICES

Escondido, CA
 Fresno, CA
 Indio, CA
 Ontario, CA
 Phoenix, AZ
 Riverside, CA
 Sacramento, CA
 San Diego, CA
 San Jose, CA
 San Francisco, CA
 Santa Clarita, CA
 Stockton, CA
 Ventura, CA

CONTRACT ADMINISTRATION

Victor Gonzalez, Vice President
 Corporate Office
 Phone (714) 991-1900
 Fax (714) 956-3745
 Email: vgonzalez@wcainc.com

FIELD MANAGEMENT

Isaac Garza, Area Manager
 2200 E. Via Burton
 Anaheim, CA 92806
 Phone (714) 991-1900
 Fax (714) 956-3745
 Email: igarza@wcainc.com

EMERGENCY RESPONSE 24/7**1-800-LIMB-DOWN****Company Qualifications****WEST COAST ARBORISTS, INC. (WCA)**

is a family-owned and operated union company employing over 1,200 full-time employees providing tree maintenance and management services. We are proudly serving over 350 municipalities and public agencies. We provide superior and safe tree care operations seven days a week, 24 hours a day throughout California and Arizona.

OUR VISION

As a corporate citizen, WCA's responsibility and accountability are to the communities where we do business. We hold ourselves to the highest standards of ethical conduct and environmental responsibility, communicating openly with our customers and the communities in which we work. It is our goal and vision to lead the industry in state-of-the-art urban tree care and management services.

100% CUSTOMER SATISFACTION

Customer satisfaction is our top priority. We guarantee your complete satisfaction with every facet of our services. Our dedication to customer service has earned WCA a reputation unrivaled in the industry for dependability, integrity, quality and courtesy. We authorize our employees to do whatever is necessary to achieve the highest quality results. We know that high quality work saves our customer's valuable time and is far more cost effective if we do our work properly the first time. We are committed to courteous and prompt customer service to fully resolve any issue.



**95+ ISA
 Certified Arborists**



**50 Years Experience
 (Similar Size & Scope)**



**1,200+ Qualified
 Employees**



Accredited by TCIA



**Local Office & Yard
 (Anaheim & Placentia)**



**1600+ Pieces of
 Equipment (Owned)**




Corporate Capabilities

West Coast Arborists, Inc., is committed to successfully completing each project in accordance with the specifications, budget, schedule and with the highest quality of service. Our customers' satisfaction is a direct result of our means to carry out each project. Listed below are some of our corporate capabilities, which not only provide a sense of comfort and confidence to our customers, but also assure them of our continuous ability to carry out the duties of managing their urban forest.

- In business continuously and actively since 1972
- Contractor's License C61/D49, C27, C31, C21, A & B
- Over \$8,500,000 line of credit available
- Annual financial audits available upon request
- Bonded by ARCH, an A+ rated company
- 1,200+ employees
- 350+ contracts with public agencies
- 95+ Certified Arborists
- 155+ Certified Tree Workers
- Drug-free workplace
- 14,000 sq. ft. company-owned Headquarters (Anaheim)
- Department of Agriculture Nursery license
- Avg. 712,000 trees **pruned** annually over past 3 years
- Avg. 46,000 trees **removed** annually over past 3 years
- Avg. 20,000 trees **planted** annually over past 3 years
- Avg. 250,000 trees **inventoried** annually over past 3 years
- Fully insured with insurance up to \$25 million
- Federal Tax ID #95-3250682, current on all taxes and filings with state and federal government
- Sales volume over \$190 million annually
- Fleet of approximately 1,600 pieces of equipment

Active Memberships:

Tree Care Industry Association (TCIA)
 International Society of Arboriculture (ISA)
 League of California Cities (LCC)
 California Parks & Recreation Society (CPRS)
 Association of California Cities |
 –Orange County (ACCOC)
 Maintenance Superintendents Association (MSA)
 California Landscape Contractors Association (CLCA)
 Street Tree Seminar (STS)
 California Urban Forest Council (CaUFC)
 American Public Works Association (APWA)

 <p>STATE OF CALIFORNIA DEPARTMENT OF CONSUMER AFFAIRS</p>	<p>CONTRACTORS STATE LICENSE BOARD</p> <p>ACTIVE LICENSE</p>	
License Number	366764	Entity CORP
Business Name	WEST COAST ARBORISTS INC	
Classification(s)	C61/D49 C27 A C21 B C31	
Expiration Date	12/31/24	
		www.cslb.ca.gov



Corporations Section
P.O.Box 13697
Austin, Texas 78711-3697



Jane Nelson
Secretary of State

Office of the Secretary of State

CERTIFICATE OF FILING OF

West Coast Arborists, Inc.
File Number: 805450639

The undersigned, as Secretary of State of Texas, hereby certifies that an Application for Registration for the above named Foreign For-Profit Corporation to transact business in this State has been received in this office and has been found to conform to the applicable provisions of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing the authority of the entity to transact business in this State from and after the effective date shown below for the purpose or purposes set forth in the application under the name of

West Coast Arborists, Inc.

The issuance of this certificate does not authorize the use of a name in this state in violation of the rights of another under the federal Trademark Act of 1946, the Texas trademark law, the Assumed Business or Professional Name Act, or the common law.

Dated: 03/05/2024

Effective: 03/05/2024



A handwritten signature in black ink that reads "Jane Nelson".

Jane Nelson
Secretary of State

Phone: (512) 463-5555
Prepared by: Linda Galaviz

Come visit us on the internet at <https://www.sos.texas.gov/>

Fax: (512) 463-5709
TID: 10308

Dial: 7-1-1 for Relay Services
Document: 1339815630002





Corporations Section
P.O.Box 13697
Austin, Texas 78711-3697



Jane Nelson
Secretary of State

Office of the Secretary of State

March 06, 2024

Attn: Amelia Menzel

WCA, Inc.
2200 E. Via Burton
Anaheim, CA 92806 USA

RE: West Coast Arborists, Inc.
File Number: 805450639

It has been our pleasure to file the application for registration and issue the enclosed certificate of filing evidencing the authority of the foreign for-profit corporation to transact business in Texas.

Unless exempted, the foreign entity is subject to state tax laws, including franchise tax laws. Shortly, the Comptroller of Public Accounts will be contacting the entity at its registered office for information that will assist the Comptroller in setting up the franchise tax account for the foreign entity. Information about franchise tax, and contact information for the Comptroller's office, is available on their web site at <https://window.state.tx.us/taxinfo/franchise/index.html>.

The registered foreign entity is not required to file annual reports with the Secretary of State. An application for amended registration must be filed with the Secretary of State if the foreign entity changes its name, changes the purposes to be pursued in Texas, or changes the assumed name it elected to use on its application for registration. It is important for the foreign entity to continuously maintain a registered agent and office in Texas. Failure to maintain an agent or office or file a change to the information in Texas may result in the revocation of the entity's registration by the Secretary of State.

If we can be of further service at any time, please let us know.

Sincerely,

Corporations Section
Business & Public Filings Division
(512) 463-5555

Enclosure

Come visit us on the internet at <https://www.sos.texas.gov/>

Phone: (512) 463-5555
Prepared by: Linda Galaviz

Fax: (512) 463-5709
TID: 10292

Dial: 7-1-1 for Relay Services
Document: 1339815630002



Company Personnel

Introduction

West Coast Arborist's (WCA) is a company comprised of a management team and a safety committee. Staff members have diverse educational backgrounds including accounting, business administration, engineering, and forestry.



Staff members have diverse educational backgrounds including accounting, business administration, engineering, and forestry.

Work Force

WCA actively maintains ongoing processes to assure that only qualified and competent staff provides safe and quality tree maintenance services. These skilled employees can only be achieved through both training and work experience. We believe that essential experience should always be obtained through qualified supervision; this includes both basic and extended skills. WCA makes every attempt to ensure that this is undertaken before performing work, leading a crew, or career advancement. The work performed on this contract is routine, recurring and usual. The work includes watering, trimming, pruning, planting, removal and replacement of trees and plants, and servicing of irrigation. The rates included in the Cost Proposal are based on the current prevailing wage determination for "Tree Maintenance (Laborer)."

Certification

WCA encourages its employees to get certified through the International Society of Arboriculture, in an effort to raise the standard of professional tree care companies. This standard exemplifies our company's commitment to providing customers with competent, knowledgeable certified workers. WCA employs a large number of ISA Certified Arborists and ISA Certified Tree Workers.

Crew Evaluation

WCA employees are evaluated through an internal mechanism supervised by our Management Team. Each employee performs their duties according to a criteria-based job description that reflects safety, quality workmanship, productivity, appropriateness of care, problem solving and customer service. A performance appraisal is conducted for each employee upon completion of the probationary period and at least annually thereafter. Each worker is also required to complete a competency assessment and orientation upon hire and annually thereafter in selected areas to assure that ongoing requirements are met and opportunities for improvement are identified.

Meet the Team: Support Staff

**ANDREW PINEDA****GIS Manager**

Andrew Pineda has been with WCA since 2018. As WCA's GIS Manager, he works on a wide range of projects including tree inventories scope and collection, iTree analysis, tree canopy assessments, tree planting prioritization, ArborAccess training, grant funded tree planting projects, and much more. He has worked with tree inventories of all sizes from small campus inventories with less than 5,000 trees to large California cities with over 140,000 trees. He has in-depth knowledge and understanding of tree inventories, urban forestry best practices, and spatial data and works closely with office and field personnel to ensure tree inventories, reports, and analysis exceed customer expectations.

- ISA Certified Arborist #WE-12738A
- FAA UAS Part 107 Remote Pilot
- M.S. Geographic Information Science (GIS), CSU Long Beach
- B.A. Environmental Science, Boston University

**TIM CROTHERS****Plant Health Care Manager**

Mr. Crothers has over 20 years of experience working in the horticulture industry. He started working at WCA in 2012 as a supervisor. He was quickly promoted to Area Manager, a role that required him to produce reports as a Certified Arborist as well as train staff and clients in proper tree care, inventory management, landscape design and plant identification. In his role as Plant Health Care Manager, Mr. Crothers supervises arborist services staff and plant health care operations throughout California and Arizona. He oversees the creation of Urban Forestry Master Plans (UFMPs) and is a Registered Consulting Arborist by the American Society of Consulting Arborists.

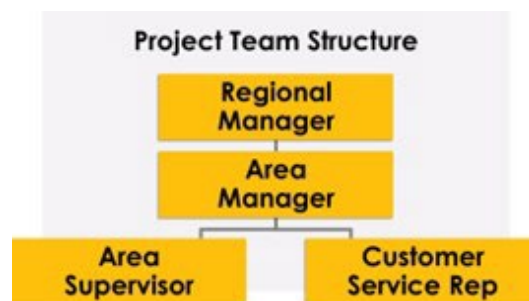
- ISA Board Certified Master Arborist #WE-7655BUM
- B.S. Environmental Horticultural Science
- ASCA Registered Consulting Arborist #721
- CA Dept. Pesticide Regulation QAL #145321 B, D
- ISA Tree Risk Assessment
- Qualified & TLC Wildlife Aware

**ESTELA GARCIA****Customer Service Rep. (CSR)**

As the CSR (Customer Service Representative), Estela is responsible for providing support to the Area Manager, Site Supervisors, and field crews. She will act as a liaison between WCA and its clients as well as the general public. Estela is responsible for responding to customer service inquiries and facilitating contracting functions, such as: generating work orders, mapping, underground service alert, data entry, quality control, list preparation, billing inquiries, and public relations.



Meet the Team: Project Team



VICTOR GONZALEZ

Regional Manager/V.P.

Mr. Victor Gonzalez has been with WCA since 1999. Before that time, he served as a construction inspector overseeing public works projects at various cities in Southern California. Mr. Gonzalez joined WCA as a Vice President overseeing marketing, contract management and business relationships. Victor has been pivotal in spearheading the company's expansion into new territories, managing business development, and achieving remarkable customer retention.

With over 20 years of experience in the arboriculture industry, his commitment to staying at the forefront of the industry is apparent through his dedication to continuing education. Victor preserves his industry credentials by annually completing Continuing Education Units (CEUs). Moreover, his participation in workshops and professional training sessions ensures that he and his team are knowledgeable with the latest industry developments and best practices.

- ISA Board Certified Arborist #WE-7175AM
- ISA Tree Risk Assessment Qualified
- TCIA Certified Treecare Safety Professional (CTSP) #761
- ATSSA Certified Traffic Control Designer #00236811



ISAAC GARZA

Area Manager

Isaac has over 15 years' experience in the arboriculture industry. He started in the municipal sector and joined WCA in 2019 to manage our Desert Cities region. As an Area Manager Isaac manages crews in the field. Ensures company work and safety policies are being followed. Provides guidance to Supervisors in completing safety and crew evaluations. Maintains contact and communications with City Inspectors or assigned representatives to schedule and plan work. Accounts for all crew paperwork and assists in any billing concerns or issues.

- ISA Certified Arborist #WE-8689a
- ISA Tree Risk Assessment Qualified
- TCIA Certified Treecare Safety Professional (CTSP) #3312
- TCIA Electrical Hazard Awareness Program





Executive Staff

From marketing, contract administration, field and fleet management, to information technology, our Executive Staff is involved in the day-to-day operations supporting each Project Team and customer to ensure the highest quality of tree care is being achieved in the industry.



Patrick Mahoney
President



Richard Mahoney
Secretary



Rose Epperson
Treasurer



Andrew Trotter
V.P. – Field Operations



Chris Crippen
V.P. – I.T.



Victor Gonzalez
V.P. – Business
Development



Debbie DePasquale
V.P. – Internal Operations



Ernesto Macias
V.P. – Risk Management



Nick Alago
V.P. – SoCal Region



Michael Palat
V.P. – SoCal Region



Jason Pinegar
V.P. – NorCal Region





WCA has forged a successful partnership with the Laborer's International Union of North America.



13 offices with prestigious
Tree Care Industry Association
(TCIA) accreditation



165



101



8

ISA CERTIFIED

ISA Board Certified Master Arborists

Michael Palat	#WE-6541 BUM
Kelley Gilleran	#WE-7061 B
Tim Crothers	#WE-7655 BUM
Joseph Bartolo	#WE-2034 BU
Eugene Bordson	#WE-10777 BT
Rebecca Mejia	#WE-2355 B
Jeffrey Crain	#WE-6658 B
Stuart Hupp	#WE-11395 B

55

ISA Tree Risk
Assessment
Qualified

151

WCA Certified
Utility Line
Clearance Workers

20

ISA Certified
Utility
Specialists

57

TCIA Certified
Treecare Safety
Professionals

10

ISA Municipal
Specialists

1

Nursery in
Placentia &
Dedicated
Manager

8

Information
Technology
Specialists

75

Fleet
Mechanics

11

NCCCO
Certified
Crane
Operators

The International Society of Arboriculture

Hereby Announces That

Victor M. Gonzalez

Has Earned the Credential

ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Caitlyn Pollihan
Caitlyn Pollihan
CEO & Executive Director

20 November 2004 31 December 2025 WE-7175AM
Issue Date Expiration Date Certification Number



The International Society of Arboriculture

Hereby Announces That

Isaac Garza

Has Earned the Credential

ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Caitlyn Pollihan
Caitlyn Pollihan
CEO & Executive Director

13 December 2008 31 December 2026 WE-8689A
Issue Date Expiration Date Certification Number





TAB B – DEMONSTRATED PAST SUCCESS



Client References

CITY OF ANAHEIM

SINCE 2007



The City of Anaheim maintains their large tree population of 102,014 by utilizing the Call Management feature on ArborAccess, our inventory and management system. Since they began utilizing this feature there has been 12,329 call records were input alone. WCA provides complete urban forest management for both the Public Works and Utility divisions of the City.

Contact: Dan Debassio, PW Superintendent

400 E. Vermont Ave., Anaheim, CA 92805 ~ (714) 765-6860 ~ ddebassio@anaheim.net

ANNUAL BUDGET: \$3,300,000

COUNTY OF LOS ANGELES

SINCE 2010



WCA trims nearly 25,000 trees of the county's 500,000 tree population annually. We also perform tree removals and tree planting on an as-needed basis. Part of our work requirements include palm tree inspection and bird nesting inspections as work is performed.

Contact: Nathan Birdwell, Tree Superintendent

900 S. Fremont Ave., Alhambra, CA 91802 ~ (661) 947-7173 ~

nbirdwell@dpw.lacounty.gov

ANNUAL BUDGET: \$8,000,000

CITY OF SACRAMENTO

SINCE 2012



WCA currently performs tree pruning, tree removals and tree planting as part of the City's annual tree maintenance program. WCA provides tree service to various City departments including Facilities, Parks, CCS and Public Works. We recently helped the City with hundreds of tree emergencies from storm events in the Winter of 22-23.

Contact: Kevin Wasson, Operations Supervisor

5730 24th St., Bldg. 12A, Sacramento, CA 95822 ~ (916) 808-6336 ~

kwasson@cityofsacramento.org

ANNUAL BUDGET: \$5,000,000

CITY OF SAN DIEGO

SINCE 2007



WCA performs various tree maintenance services for the City's Maintenance Assessment Districts, Right-of-ways, Parks, Golf Courses and streets. We have completed several GPS inventories. WCA helped facilitate the receipt of a tree planting grant from CalFire.

Contact: Brian Widener, Inspector

2781 Caminito Chollas, San Diego, CA 92105 ~ (619) 527-8050 ~

bwidener@sandiego.gov

ANNUAL BUDGET: \$2,700,000

CITY OF BEVERLY HILLS

SINCE 2000



WCA provides complete urban forestry management for nearly 25,000 city-owned trees. Beverly Hills is a high profile city and is a tourist destination for many; therefore, there are many areas that require increased maintenance and attention. Special hours and weekend work is often arranged to avoid interference with traffic.

Contact: Ken Pfalzgraf, Urban Forestry Manager

450 North Crescent Dr., Beverly Hills, CA 90210 ~ (310) 285-2467 ~

kpalfzgraf@beverlyhills.org

ANNUAL BUDGET: \$4,600,000





EXPERIENCE: CURRENT CALIFORNIA CITIES/COUNTIES UNDER CONTRACT WITH WCA



CITY OF AGOURA HILLS	CITY OF FOLSOM	CITY OF MONTEBELLO	CITY OF SANTA CLARA
CITY OF ALAMEDA	CITY OF FONTANA	CITY OF MONTEREY	CITY OF SANTA CLARITA
CITY OF ALHAMBRA	CITY OF FREMONT	CITY OF MONTEREY PARK	CITY OF SANTA FE SPRINGS
CITY OF ANAHEIM	CITY OF FRESNO	CITY OF MOORPARK	CITY OF SANTA MARIA
CITY OF ARCADIA	CITY OF FULLERTON	CITY OF MORENO VALLEY	CITY OF SANTEE
CITY OF ARTESIA	CITY OF GARDEN GROVE	CITY OF MORGAN HILL	CITY OF SIERRA MADRE
CITY OF AZUSA	CITY OF GILROY	CITY OF MOUNTAIN VIEW	CITY OF SIGNAL HILL
CITY OF BALDWIN PARK	CITY OF GLENDALE	CITY OF MURRIETA	CITY OF SOLANA BEACH
CITY OF BEAUMONT	CITY OF GLENDORA	CITY OF NATIONAL CITY	CITY OF SOUTH PASADENA
CITY OF BELL	CITY OF GOLETA	CITY OF NEWARK	CITY OF SOUTH SF
CITY OF BELL GARDENS	CITY OF GRAND TERRACE	CITY OF NEWPORT BEACH	CITY OF STOCKTON
CITY OF BELLFLOWER	CITY OF HALF MOON BAY	CITY OF NORCO	CITY OF SUNNYVALE
CITY OF BERKELEY	CITY OF HAWAIIAN GARDENS	CITY OF NORWALK	CITY OF TEMPLE CITY
CITY OF BEVERLY HILLS	CITY OF HIGHLAND	CITY OF OAKLEY	CITY OF THOUSAND OAKS
CITY OF BRADBURY	CITY OF HOLLISTER	CITY OF OCEANSIDE	CITY OF TORRANCE
CITY OF BRAWLEY	CITY OF HUNTINGTON BEACH	CITY OF ONTARIO	CITY OF TRACY
CITY OF BREA	CITY OF IMPERIAL BEACH	CITY OF ORANGE	CITY OF TULARE
CITY OF BUENA PARK	CITY OF INDIO	CITY OF OXNARD	CITY OF TUSTIN
CITY OF BURLINGAME	CITY OF INDUSTRY	CITY OF PALM DESERT	CITY OF UPLAND
CITY OF CAMARILLO	CITY OF INGLEWOOD	CITY OF PALM SPRINGS	CITY OF VENTURA
CITY OF CARLSBAD	CITY OF IRVINDALE	CITY OF PALO ALTO	CITY OF VERNON
CITY OF CARMEL-BY-THE-SEA	CITY OF JURUPA VALLEY	CITY OF PARAMOUNT	CITY OF VICTORVILLE
CITY OF CARPINTERIA	CITY OF LA CANADA	CITY OF PERRIS	CITY OF VISALIA
CITY OF CARSON	CITY OF LA HABRA	CITY OF PICO RIVERA	CITY OF VISTA
CITY OF CERES	CITY OF LA MESA	CITY OF PLACENTIA	CITY OF WALNUT
CITY OF CHINO	CITY OF LA MIRADA	CITY OF PLEASANTON	CITY OF WALNUT CREEK
CITY OF CHINO HILLS	CITY OF LA PALMA	CITY OF POMONA	CITY OF WEST COVINA
CITY OF CHOWCHILLA	CITY OF LA PUENTE	CITY OF POWAY	CITY OF WEST HOLLYWOOD
CITY OF CHULA VISTA	CITY OF LA VERNE	CITY OF RANCHO CORDOVA	CITY OF WEST SACRAMENTO
CITY OF CITRUS HEIGHTS	CITY OF LAGUNA BEACH	CITY OF RANCHO	CITY OF WHITTIER
CITY OF CLAREMONT	CITY OF LAGUNA HILLS	CUCAMONGA	CITY OF WOODLAND
CITY OF COACHELLA	CITY OF LAKE ELSINORE	CITY OF RPV	CITY OF YORBA LINDA
CITY OF COLTON	CITY OF LAKE FOREST	CITY OF REDLANDS	COUNTY OF ALAMEDA
CITY OF COMMERCE	CITY OF LAKEWOOD	CITY OF REDONDO BEACH	COUNTY OF COLUSA
CITY OF CONCORD	CITY OF LATHROP	CITY OF RIALTO	COUNTY OF CONTRA COSTA
CITY OF CORONA	CITY OF LEMON GROVE	CITY OF RIVERSIDE	COUNTY OF EL DORADO
CITY OF CORONADO	CITY OF LINCOLN	CITY OF ROSEMEAD	COUNTY OF FRESNO
CITY OF COSTA MESA	CITY OF LIVERMORE	CITY OF ROSEVILLE	COUNTY OF LOS ANGELES
CITY OF COVINA	CITY OF LODI	CITY OF SACRAMENTO	COUNTY OF MONTEREY
CITY OF CUDAHY	CITY OF LOMA LINDA	CITY OF SAN BERNARDINO	COUNTY OF NAPA
CITY OF CULVER CITY	CITY OF LOMPOC	CITY OF SAN BRUNO	COUNTY OF ORANGE
CITY OF CUPERTINO	CITY OF LONG BEACH	CITY OF SAN CARLOS	COUNTY OF PLACER
CITY OF DANA POINT	CITY OF LOS ALAMITOS	CITY OF SAN CLEMENTE	COUNTY OF RIVERSIDE
CITY OF DAVIS	CITY OF LOS ALTOS	CITY OF SAN DIEGO	COUNTY OF SAN BERNARDINO
CITY OF DEL MAR	CITY OF LOS ANGELES	CITY OF SAN DIMAS	COUNTY OF SAN DIEGO
CITY OF DIAMOND BAR	CITY OF MADERA	CITY OF SAN FERNANDO	COUNTY OF SAN JOAQUIN
CITY OF DUARTE	CITY OF MANHATTAN BEACH	CITY OF SAN JACINTO	COUNTY OF SAN MATEO
CITY OF EL CAJON	CITY OF MENIFEE	CITY OF SAN JUAN CAP	COUNTY OF TULARE
CITY OF EL CENTRO	CITY OF MENLO PARK	CITY OF SAN LEANDRO	COUNTY OF VENTURA
CITY OF EL SEGUNDO	CITY OF MILPITAS	CITY OF SAN MARCOS	COUNTY OF YOLO
CITY OF ENCINITAS	CITY OF MISSION VIEJO	CITY OF SAN RAMON	MOUNTAIN HOUSE CSD
CITY OF ESCONDIDO	CITY OF MONROVIA	CITY OF SANTA ANA	ROSSMOORE CSD
CITY OF FILLMORE	CITY OF MONTCLAIR	CITY OF SANTA BARBARA	TOWN OF ATHERTON





FIRM EXPERIENCE

Listed below are current contracts valued over \$2,000,000 annually.

Customer	Duration	Annual Contract Amount
County of Los Angeles	Since 2015	\$14,800,000
City & County of San Francisco	Since 2017	\$6,200,000
City of Riverside	Since 2018	\$4,400,000
City of Long Beach	Since 2016	\$3,400,000
City of Fresno	Since 2001	\$3,400,000
Riverside Public Utilities	Since 1997	\$3,400,000
City of Anaheim/Anaheim Utilities	Since 2007	\$3,300,000
City of Corona	Since 2010	\$3,000,000
City of Industry	Since 2020	\$3,000,000
County of Orange - Parks	Since 2014	\$3,000,000
City of Sacramento - Parks	Since 2016	\$2,800,000
City of San Diego	Since 2015	\$2,700,000
City of Ontario	Since 1998	\$2,700,000
City of Sacramento	Since 2015	\$2,500,000
City of Glendale	Since 2015	\$2,500,000
Glendale Water & Power	Since 2015	\$2,500,000
City of Santa Clarita	Since 2008	\$2,400,000
City of Beverly Hills	Since 2000	\$2,300,000
City of Fullerton	Since 1998	\$2,300,000
City of Santa Ana	Since 2015	\$2,000,000



TAB C – QUALITY CONTROL





Implementation, Quality Control, & Safety

Implementation Plan

To ensure the quality of work and the level of service expected, WCA abides by a well-defined quality control plan that incorporates the following:

- Certified personnel
- Safety
- Pruning specifications and guidelines
- Sound equipment
- Public relations
- Proper traffic control
- State-of-the-art communication systems

Special shifts including weekends and evenings can be arranged in accordance with the Agency's specifications.

Area Manager: Isaac Garza

ISA Certification #: WE-8689A

TCIA CTSP #3312

ISA Tree Risk Assessment Qualified

The project Area Manager will be the central point of contact and will work cooperatively with Agency staff, local residents and business owners, etc. The Area Manager will provide overall field supervision and crew management.

Daily Management

Daily management will consist of, but not be limited to:

- Email notification complete with location, crew, equipment type, and work description
- Supervise crew personnel to insure proper pruning standards are followed in a safe manner
- Traffic control setup and maintenance of work zone
- Ensure work area is left free of debris at the end of shift
- Maintain record of work completed each day
- Maintain good public relations at all times
- Provide immediate notification to Agency Inspector upon damage of personal property including a plan for corrective measures to take place within 48 hours

Weekly Management

- Weekly management will consist of, but is not limited to:
- Weekly inspection of work completed
- Meet with the Agency to review work schedule and progress
- Insure standards of pruning are performed in accordance with Agency specifications
- Maintain open communication



Scheduling of Work

The Area Manager is responsible for scheduling work which shall conform to the Agency's schedule of performance. We recommend equal distribution of work throughout the course of the fiscal year. Notifications will be provided to residents prior to the start of pruning operations in said area. All work will be performed in a cooperative manner as to cause the least amount of interference or inconvenience.



Public Notification

Upon Agency staff approval, WCA will post a door hanger notice prior to commencement of grid pruning (within 24-48 hours). After tree plantings, door hangers will be provided to residents instructing them on the proper care for their newly planted tree. For more comprehensive outreach we can also submit a press release for special projects or routine maintenance. The Agency may modify the procedures and materials to which we notify residents.

Communication Systems

Our use of modern and reliable communication systems affect our daily job performance by increasing our efficiency. Management and Field Personnel utilize smart phones as both navigational and communication devices in the field. Smart phones have proven to be a convenient method to input data as related to tree inventories, daily work records, timesheets, photos, and billing information; eliminating the need to handwrite data and improving customer service by minimizing response time.

Permits and Licensing

WCA will procure a City Business License as necessary, and any "no-fee" permits prior to commencement of work. Permits (i.e., encroachment, traffic control, etc.) requiring fees will be charged back to the Agency.

Right-of-Way

All work will be performed in the public right-of-way. Employees will not utilize private property for eating, breaks or any other reason or use water or electricity from such property without prior written permission of owner.

Cooperation and Collateral Work

WCA will give right to operate within the project to the Agency workers and/or other contractors, utility companies, street sweepers, and others as needed in a cooperative effort to minimize interference in daily operations.

Project Site Maintenance

Work site will be left free of debris at the end of each workday. We will not discharge smoke, dust, or any other air containments in quantities that violate the regulations of any legally constituted authority.



Workflow Timelines

GRID PRUNING FLOWCHART

(Within 30-day Completion)



REMOVAL FLOWCHART

(Within 15-day Completion)



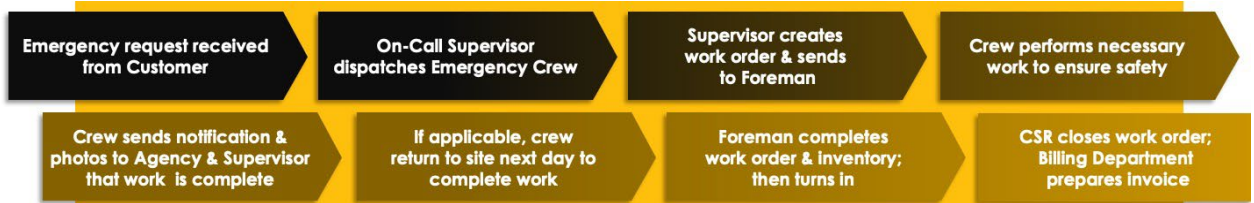
PLANTING FLOWCHART

(Within 15-day Completion)



EMERGENCY FLOWCHART

(Within 1-3 hour Response / 24-hour Completion)



PLANT HEALTH CARE FLOWCHART





Emergency Contacts



In case of emergency AFTER
normal business hours:

866.546.2369

Leave a message, if you do not
receive a call back within 10 minutes,
call the following contacts in order:

Marco Padilla, Supervisor
714.404.7979

Isaac Garza, Area Manager
714.936.9544

**Victor Gonzalez, Regional
Manager**
714.412.4225

AFTER confirmation from on-call
Manager, you can email multiple
locations to:

LimbDown@WCAInc.com



Normal Business Hours
714.991-1900

Sample Planting Door Hanger



Quality Control

Feedback

WCA regularly receives and tracks feedback from customers and residents as a means to acknowledge good performance and provide prompt resolution for any negative comments. Every month, a summary of the feedback is then reviewed by the management team.

Customer Service Department

As we work with, or near, the public, we are mindful that we will most likely be the first person the public contacts. We have a full-time Customer Service Department with each Customer Service Representative (CSR) trained in addressing concerned residents and bystanders.

Complaints & Damage Resolution

Should there be any property damage, we adhere to specific procedures to resolve the problem. The Foreman on the job site will notify the resident and the Inspector immediately.

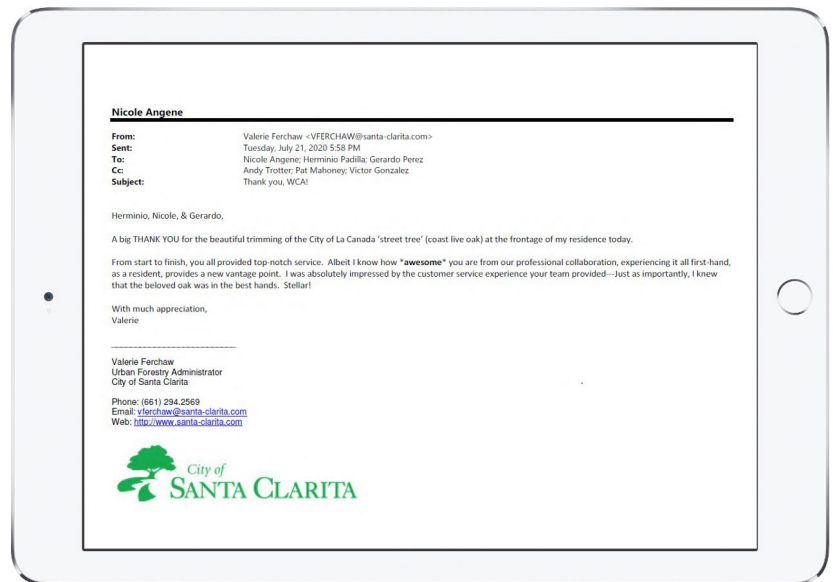
If the resident is not at home, then we will leave a WCA card with instructions to call our Claims Coordinator in our corporate office. The ultimate goal at each work site is to leave the property in the same condition as before we entered it. We will notify the Agency Representative immediately upon damage of private property including plans for corrective measures to take place within 48 hours.

Any activities found by the Agency to be unacceptable will be rectified immediately. All other complaints will be abated or resolved within twenty-four (24) hours of the occurrence. We have teams specifically assigned for handling damage to properties, both private and public. Through our communication system, we have the ability to dispatch either of these teams and have them respond immediately to the site for proper repair.

We pride ourselves on professional workmanship to avoid these types of incidents, however, should one occur, we take all appropriate measures to resolve the matter in a timely and efficient manner.

Protection of Public and Private Property

WCA will provide all safety measures necessary to protect the public and worker within the work area. We will maintain good public relations at all times. The work will be conducted in a manner which will cause the least disturbance.





Safety & Training

Safety Program

Safety standards are top priority at West Coast Arborists, Inc. Our line of work demands that all work is performed in a manner that provides the maximum safety to the general public as well as our employees. Our crews are instructed to follow the safety standards of ANSI Z133.1 requirements. We have one of the most extensive safety training programs in the industry. We provide our employees with state-of-the-art training tools and instructional sessions company wide. Our insurance carriers have recognized us repeatedly for out-standing safety training efforts.

We have a full time Safety & Training Manager, Dane Jensen, that is professionally trained in the field of horticulture. As WCA's Training Manager, Dane is responsible for staying up-to-date on all tree-related industry standards as related to safety and the wellness of our employees and the public in which we serve. Training materials are regularly reviewed and updated to ensure WCA employees receive the proper education, instruction and hands on experience needed to perform their day to day activities safely and efficiently. Training topics include a full-circle from proper pruning techniques, arboriculture, to customer service and everything in between.

- ISA Certified Utility & Municipal Arborist #WE-12014A
- ISA Skills Test Evaluator—TW Climber
- TCIA Certified Treecare Safety Professional #3303
- ISA Tree Risk Assessment Qualification #E4068
- American Heart Association BLS and First Aid Instructor



Our line of work demands that all work is performed in a manner that provides the maximum safety to the general public as well as our employees.

Public Convenience and Safety

WCA will comply with any and all local sound control and noise level rules, regulations, and ordinances which apply to any work performed in the contracted area. All work will cease by 5:00 pm or as directed by the Agency (excluding emergency services).





Employee Training Program

West Coast Arborists, Inc. provides an extensive in-house training curriculum for all employees to broaden their knowledge of the arboriculture field of study. Included in this training are the ISA standards, both Treeworker and Arborist study programs, and a variety of Tree Care Industry Association home study programs. We also offer training courses to our staff in areas of customer service satisfaction, maintaining professional conduct, and Qualified Line Clearance Trimmer Training.

Our Training and Safety team members are tasked with completing field evaluations of crews and members are on-site to coach and train employees on safe practices. Employees receive performance evaluations at 90 days, 6 months, then annually (or as-needed) after their first year. All employees are provided copies of WCA's Injury & Illness Prevention Program.



Traffic Control

Traffic control procedures will be set-up in accordance with the Work Area Traffic Control Handbook (WATCH) and State of California Manual of Traffic Controls as well as the Agency Traffic and Safety Operating Rules. WCA will make adequate provisions to insure the normal flow of traffic over the public streets and park roads. Every effort will be made to keep commercial driveways and passageways open to the public during business hours. High visibility arrowboard(s) will be used when needed. Prior to use, the Agency will approve traffic safety



SAFER ROADS SAVE LIVES


equipment and devices. Pedestrian and vehicular traffic shall be allowed to pass through the work areas only under conditions of safety and with as little inconvenience and delay as possible. Unless the work area is totally barricaded or otherwise kept safe, at least one worker will serve to coordinate safe operations on the ground at all times when work operations are in progress.



WCA is dedicated to health and safety for trees, employees, and the community.



Technology & Information Management



West Coast Arborists has completed
300+
GPS tree inventories.

ArborAccess

Our tree management program sets us apart from other companies. With nearly 2,000 active users, ArborAccess and our mobile app will help you easily manage your urban forest with ease and convenience. Tree site attributes include location (utilizing GPS coordinates), species type, and parkway size. Features allow you to view and edit work history records and create work orders directly from the field, all from our secure cloud.

The information contained in ArborAccess is live data that can also be linked directly to a GIS program, such as ArcView, for geo-coding purposes and can assist your Agency in meeting GASB34 requirements. ArborAccess provides an unlimited resource of information regarding your urban forest.

Software Training

Our IT Department is based out of our corporate office in Anaheim, CA with regional offices located throughout California and Arizona. Each office has the ability to provide software training to our customers. We are also available to provide training sessions on-site at the customer's discretion. On-site training is proven to be effective as it provides a guided hands-on experience.

We offer periodic tree maintenance and management workshops each year. These free workshops are provided to our customers regionally and educate over 250 people annually. They have proven to be a great round-table and networking opportunity for the different agencies in attendance. Presentations are provided by WCA management staff and complimented with guest speakers in the industry. Certified Arborists and Tree Workers who attend are eligible to receive continuing education credits (CEU's) from the International Society of Arboriculture.

The success of any urban forest program depends on the proper management of information. Unlimited telephone and/or email support is available to answer technical questions and aid staff in the use of the software system. Software training and support is included in the cost associated with the inventory data collection.

List Tracking System

The List Tracking Report in ArborAccess is a useful tool in the management of incoming work. This report allows both parties to track specific jobs as they are ordered by the Agency. Proper use of this system enables the Agency and WCA to track the completion of work that is ordered.

ArborAccess Features

- Ease of use**
- Create work orders**
- View tree site details**
- View work history**
- View invoices**
- Mobile app**
- Live data**
- GIS/GPS mapping**



Billing

WCA, Inc. operates a modern invoicing system that is updated on a daily basis. Progress billings will be submitted to the Customers on a bi-weekly basis, unless otherwise requested. Invoices will reflect an amount complete for the billing period, along with a year-to-date total for that job. Each billing will include a listing of completed work by address, tree species, work performed and appropriate data acceptable to the customer. This information will be supplied in hardcopy and immediately accessible on ArborAccess. Job balances reflecting the percent of completion for each job can be viewed on ArborAccess.

Sample Management Tools: Detailed Tree Site Characteristics

The advanced technology provides a valuable tool to urban forestry professionals by displaying specific tree site information along with a representative photograph of the species type and a recommended maintenance field. ArborAccess' built-in quality control features assist in data accuracy. As maintenance is performed, the work history is updated and accompanied with bi-weekly invoices. This process eliminates the need for dual-inputting and helps keep the tree inventory current and accurate.



Maintenance Records

Accurate maintenance records for each location oftentimes can assist the Agency with liability claims. Maintaining a detailed history of the work performed at each location demonstrates good faith in preserving its urban forest. It is imperative that work requests are pulled from the system prior to the work being performed, otherwise inventory accuracy is not guaranteed.

Sample: Species Frequency Report

The Species Frequency report can assist your Agency in identifying the tree population within the urban forest. This type of information is valuable in the event of an insect infestation, deadly disease, or even estimating future maintenance costs. In addition, an analysis can be performed to evaluate the history of the performance of a particular species within your Agency.

	Botanical	Common	Total
	Magnolia grandiflora	SOUTHERN MAGNOLIA	4,256
	Ulmus parvifolia	CHINESE ELM	3,857
	Lagerstroemia indica	GRAPE MYRTLE	2,638
	Jacaranda mimosifolia	JACARANDA	1,927
	Cinnamomum camphora	CAMPHOR TREE	1,456
	Pinus canariensis	CANARY ISLAND PINE	1,401
	Schinus terebinthifolius	BRAZILIAN PEPPER	1,129
	Quercus ilex	HOLLY OAK	1,077
	Cupenloopsis anacardioides	CARROTWOOD	905
	Lophostemon confertus	BRISBANE BOX	836
	Other	OTHER	14,330
	Total Trees		33,812

Detailed Reporting Options

Inventory	Work History	District Frequency
View Invoices	Work Type by District	Species Frequency (sample above)
Job Balances	DBH Frequency	All Tees at an Address
Green Waste	Height Frequency	Estimated Tree Value



Equipment List

Equipment

Our modern fleet undergoes daily inspection prior to use to ensure efficiency and safety. All equipment is routinely serviced, painted, and detailed. All equipment used during the duration of this project will meet state and federal safety requirements and have all up-to-date certifications, as required.

CHP Biennial Inspection of Terminal Certification

We have successfully been awarded the CHP Biennial Inspection Award of Recognition. This inspection has assisted our company in instituting several safety programs, as well as our Preventative Maintenance Program utilized by our in-house fleet department. The inspection reviews our vehicle maintenance and repair records, our procedural methods and policies for vehicle maintenance and operations. This certification ensures that our vehicles operate safely.

Telematics (GPS)

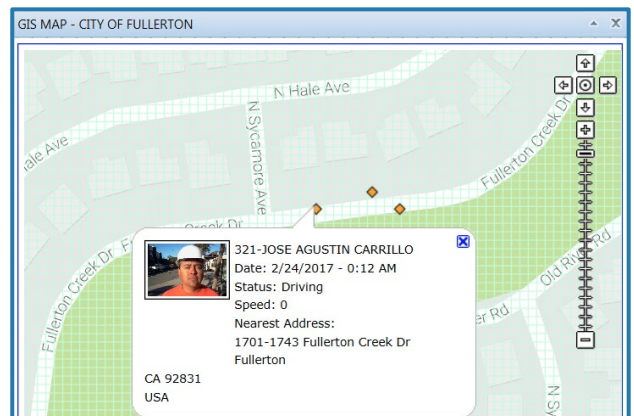
WCA has partnered with Geo-Tab to provide GPS units on all vehicles and equipment. This investment has given us and our customers the following benefits:

- Provide faster response times and more efficient routing allowing us to service more customers
- Lower operational costs by optimizing our fleet size, reducing labor, overtime, and insurance, and minimizing costly vehicle repairs
- Decrease fuel use by monitoring fleet fuel economy and saving on unnecessary fuel expenditures
- Reduce emissions by helping drivers improve their habits such as speed and idle time, and reducing total miles driven which will significantly reduce harmful greenhouse gas emissions
- Improve dispatching with landmarks and driving directions, GPS units helps us to better dispatch so that we can service more customers, faster
- Recover stolen vehicles reducing liability costs which can be passed on to customers

Equipment List Summary

Pick Up Trucks	389
Aerial Lift Devices	358
95ft Aerial Devices	18
Dump Trucks	224
Flat Beds	45
Field Service Trucks	32
Arrowboards	98
ATVs	24
Stump Grinders	67
Loaders	96
Rubber Track Loader	1
Root Pruners	2
Roll off Trucks	54
Saw Mill	3
Log Skidder	4
Back Hoes	1
Brush Chippers	159
Cranes	6
Toyota Prius	8
Toyota Yaris	9
Ford CMAX	4

Modern fleet consisting of
1600+
pieces of equipment.





IN-HOUSE FLEET MAINTENANCE

We currently have more than 1,600 pieces of fairly new equipment that enables us to replace equipment immediately should there be any unforeseen mechanical problems. We employ over 50 full-time mechanics that perform an in-house fleet maintenance program. This allows our equipment to be in good operating condition necessary for accomplishing the City's needs. Our mechanics generally work on one particular line of equipment, and by keeping our equipment as uniform as possible our mechanics really get to know the equipment inside and out minimizing down time. Equipment is assigned to different crews and if the crew is shared with another contract the equipment will be as well.

PREVENTATIVE MAINTENANCE PROGRAM

All WCA equipment goes through our Preventative Maintenance program. From our solar powered arrow boards, to our Freightliner Roll Off trucks. Our mechanics generally work on one particular line of equipment, and by keeping our equipment as uniform as possible our mechanics really get to know the equipment inside and out minimizing down time.

SUSTAINABILITY

Over the last few years, we have invested heavily in new equipment to keep our fleet modern, comply with state requirements, meet demand and reduce our effects on the environment. We understand with a fleet as large as ours that we are responsible for the amount of emissions our vehicles produce and actively make an effort to monitor and reduce our carbon footprint.





TAB D – TECHNICAL PROPOSAL





TAB D – A. Proposal Narrative

1. Are there any requirements that you cannot provide, or offer an alternative to? Describe any exceptions to the requirements. If there are no exceptions, please explicitly state that no exceptions are taken to any part of Section 4. Further, describe any exceptions to other sections of this RFP. Your offer must comply with stated terms and conditions unless NCTCOG accepts written identified exceptions of your proposal.

Our company strictly adheres to the specified requirements without any exemptions. Nevertheless, we would like to provide the following disclaimer: Our in-house applicators are currently in the process of obtaining licenses in the state of Texas, and our licensed Irrigation Technician is also undergoing the licensing procedure in Texas. We anticipate securing these licenses well before entering into any contracts with public agencies.

Furthermore, our company is headquartered in California, and we have the intention of extending our operations to the state of Texas, with a particular focus on the greater Dallas-Fort Worth region. Currently, we do not possess a physical location, but our strategy involves acquiring a suitable site as a base for our operations.

2. Information under this section should include, but not be limited to, your understanding of the RFP requirements and your firm's proposed response:

a. Demonstrate a clear understanding of the specifications by providing a concise description of how you propose to provide the services identified in this RFP.

At West Coast Arborists, Inc., we have been providing exceptional tree care services to satisfied customers for over 51 years. Our team of highly skilled arborists and tree care professionals is committed to delivering top-notch services with a focus on quality, safety, and customer satisfaction. As we expand our operations to Texas, we bring with us a wealth of experience, expertise, and technology in tree maintenance, removal, pruning, and all other aspects of tree care.

Why Choose WCA?

Expertise: Our team consists of certified arborists who possess extensive knowledge and experience in handling diverse tree care needs. We are equipped to handle jobs of any size, from residential to commercial projects.

Safety First: We prioritize safety above everything else. Our crew members are trained to adhere to industry best practices, ensuring that all tree care procedures are carried out safely and efficiently.

Customer Satisfaction: Providing excellent customer service is at the core of what we do. Our friendly and professional staff is dedicated to addressing customer concerns and exceeding their expectations at every step of the way.

Competitive Pricing: We believe in offering fair and transparent pricing for our services. We will provide customers with a detailed estimate for specific projects, and they can trust that there will be no hidden costs or surprises.



Comprehensive Services: From tree removal and pruning to stump grinding, emergency tree services, and tree inventory, we offer a wide range of services to meet the specific needs of public agencies.

As we embark on this new chapter of our journey, we are eager to connect with customers like those who work with TXShare who value quality tree care services. We would love the opportunity to discuss how WCA can assist them in maintaining the health, beauty, and safety of city & county trees. They can also find more information about our services and browse our portfolio on our website www.wcainc.com.

b. Provide a detailed description of the services you propose to provide.

Tree Pruning: Following the client's instructions, WCA trims trees in predetermined areas along streets, grids, or designated routes on a scheduled basis determined by the customer. The trimming process involves structural pruning, crown raising, and crown cleaning, adhering to the standards outlined by the International Society of Arboriculture Pruning Standards (Best Management Practices), ANSI A300 Standards, and City Policies.

Tree Removal: The client's staff will decide when to remove trees, and the removal will be carried out professionally following arboricultural standards. WCA's removal method involves safely lowering limbs to the ground to prevent damage to any surfaces.

Stump Removal: WCA can offer stump grinding services to the depth specified by the Agency, ensuring proper notification to Underground Service Alert (USA). After grinding, we will backfill the holes with a mix of native soil and stump grindings, preparing the area for potential new planting opportunities.

Tree Planting: WCA can plant trees based on a client's preferences and specifications. We are ready both financially and logistically to acquire the chosen tree species, inform the USA about the planting and handle soil preparation and installation.

Emergency Response: Our skilled team is ready for emergency calls 24/7, including holidays. We are equipped with a variety of resources to promptly address hazardous trees or tree-related issues and ensure safety until the next workday.

Utility Line Clearance: Our expert crews specialize in trimming trees that could pose a threat or have the potential to interfere with utility lines and ensure the necessary clearances as specified by the California Public Utilities Commission.

c. Provide a detailed description of the firm's approach to overall project management, allocation of resources, and integration of all activities potentially required.

The project Area Manager will be the central point of contact and will work cooperatively with Agency staff, residents, business owners, etc. The Area Manager will provide overall field supervision and crew management.

Daily management will consist of, but not be limited to:

- Email notification complete with location, crew, equipment type, and work description
- Supervise crew personnel to ensure proper pruning standards are followed in a safe manner
- Traffic control setup and maintenance of the work zone
- Ensure the work area is left free of debris at the end of the shift





- Maintain a record of work completed each day
- Maintain good public relations at all times
- Provide immediate notification to Agency Inspector upon damage of personal property including a plan for corrective measures to take place within 48 hours

Weekly management will consist of, but is not limited to:

- Weekly inspection of work completed
- Meet with the Agency to review work schedule and progress
- Insure standards of pruning are performed following Agency specifications
- Maintain open communication

d. Provide details describing lines of authority and responsibility, and how your firm will respond proactively to problems and changes to the Scope of Work.

Complaints & Damage Resolution: Should there be any property damage, we adhere to specific procedures to resolve the problem. The Foreman on the job site will notify the resident and the Inspector immediately. If the resident is not at home, then we will leave a WCA card with instructions to call our Claims Coordinator in our corporate office. The ultimate goal at each work site is to leave the property in the same condition as before we entered it. We will notify the Agency Representative immediately upon damage to private property including plans for corrective measures to take place within 48 hours.

Any activities found by the Agency to be unacceptable will be rectified immediately. All other complaints will be abated or resolved within twenty-four (24) hours of the occurrence. We have teams specifically assigned to handle damage to properties, both private and public. Through our communication system, we can dispatch either of these teams and have them respond immediately to the site for proper repair.

We pride ourselves on professional workmanship to avoid these types of incidents, however, should one occur, we take all appropriate measures to resolve the matter in a timely and efficient manner.

e. A description of how your firm intends to interact with the Customers while providing services.

Public Notification: Upon Agency staff approval, WCA will post a door hanger notice prior to the commencement of grid pruning (within 24-48 hours). After tree plantings, door hangers will be provided to residents instructing them on the proper care for their newly planted tree. For more comprehensive outreach we can also submit a press release for special projects or routine maintenance. The Agency may modify the procedures and materials to which we notify residents.

Communication Systems:

Our use of modern and reliable communication systems affects our daily job performance by increasing our efficiency. Management and Field Personnel utilize smartphones as both navigational and communication devices in the field. Smartphones have proven to be a convenient method to input data related to tree inventories, daily work records, timesheets,





photos, and billing information; eliminating the need to handwrite data and improving customer service by minimizing response time.

3. Describe your invoicing process. Is payment by credit card accepted? Progress payments? Is a deposit required?

WCA, Inc. operates a modern invoicing system that is updated daily. Progress billings will be submitted to the Customers on a bi-weekly basis unless otherwise requested. Invoices will reflect an amount complete for the billing period, along with a year-to-date total for that job.

Each billing will include a listing of completed work by address, tree species, work performed, and appropriate data acceptable to the customer. This information will be supplied in hardcopy and immediately accessible on Arbor Access. Job balances reflecting the percent of completion for each job can be viewed on Arbor Access.

We accept credit card payments for amounts up to \$5,000, subject to service fees.

Deposits are not required to utilize our services.

We permit progress payments if the project is ongoing, and the intervals between payments are deemed reasonable.

4. Review the pricing categories identified in Exhibit 1 of this RFP. Are there any category items that you cannot offer, or are there additional optional pricing categories that You wish to offer for consideration?

WCA has the capability to deliver all the services outlined in the scope of work. Furthermore, there are supplementary services that cities can avail themselves of for added benefits from us.

In addition to traditional tree care services, we also provide *Plant Health Care Services*. WCA's plant health care division goes beyond standard chemical applications, evident in our Integrated Pest Management Program (IPM) which includes in-depth diagnosis before treatment by our licensed Applicators and Advisors.

We also prepare *Urban Forest Master Plans* for public agencies. Documenting the community's urban forest resources and identifying goals for preservation, enhancement, and restoration, Urban Forest Master Plans (UFMPs) provide the necessary data and analysis needed to determine specific

levels of funding for tree maintenance and planting projected over a multi-year period. UFMPs serve as tree maintenance roadmaps for communities and create a shared vision for the future of an urban forest.

WCA provides mulch to communities. The chipped wood from our operations is repurposed into high-quality mulch that serves as a natural ground cover that retains moisture, suppresses weeds, and enriches the soil as it breaks down over time. Reintroducing the mulch to its native areas reduces the carbon footprint and allows us to give back to the communities we serve.





5. Designate and provide names of specific contact person(s) for the following phases: (1) proposal evaluation process (2) contracting process (3) contract administration (primary point of contact for receiving orders from participating agencies).

Victor Gonzalez, Vice President – Business Development has full authority to discuss the specifics of this proposal, its evaluation, contracting process, and contract administration. His telephone number is (714) 412-4225 and his email address is vgonzalez@wcainc.com



TAB D – B. Proposed Scope of Services

Grid Tree Pruning

Grid tree pruning is based on pruning in pre-designed districts, or grids on a set cycle and in its entirety. This includes pruning all trees (small, medium and large-sized.) Pruning will include structural pruning, crown raising, and slight crown cleaning in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards (Best Management Practices) and shall have no more than 15% of the live foliage removed at a given time.

Special Request Tree Pruning

Special Request Tree Pruning includes tree maintenance services on designated tree(s) as ordered by the City's Arborist or designee. This category of pruning may include structural pruning, crown raising, crown cleaning and/or pruning to restore the crown. Whichever work type is ordered by the City, pruning will be performed in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards and the Best Management Practice, Tree Pruning Guidelines. Trees that are identified for a Special Request Tree Prune shall have approximately 25% of the live foliage removed at a given time.

Pruning to reduce the tree's crown (or Crown Reduction Pruning) may be performed when conditions within the crown of a hardwood tree are such that the overall canopy mass and excessive wood weight needs to be reduced. This type of prune is performed when the City's primary objective is to maintain or improve tree health and structure and will be charged at the Crew Rental rate as agreed upon by the City and WCA.

Line Clearance

Trees that interfere or have the possibility of interfering with utility lines will be trimmed in a manner to achieve the required clearances as specified and in accordance with the California Public Utilities Commission. It is our goal to protect the current health and condition of the tree and to maintain its symmetry and direct growth away from the utility lines.

Young Tree Maintenance (Optional)

Proper pruning and care during the early stages of the tree's life will save money in the future, and create a safer, more beautiful, healthy, easy-to-maintain tree. We believe that tree care that is performed early will affect its shape, strength and life span. Our specialized small tree care team consists of certified personnel trained to perform the following under the hourly rate:

- Selective structural pruning
- Removal of dead, interfering, split and/or broken limbs
- Pre-conditioning the water retention basin built around the tree
- Staking or re-staking
- Adjusting tree ties
- Adjusting trunk protectors
- Weed abatement

Root Pruning

We strongly recommend against any root pruning, however, should the City elect to proceed, we recommend that it be done no closer than 3 times the diameter of the trunk. Roots will be pruned to a depth of approximately 12 inches by cleanly slicing through the roots, so as not to tear or vibrate the root causing damage to the tree. The excavated area will be backfilled with native soil and debris will be hauled away. This is performed under the hourly rate.

Tree and Stump Removal Operations

With a minimum of 48 hours advanced notice, WCA will inform Texas 811 of the location of work for the purpose of identifying any and all utility lines. The removal process consists of lowering limbs delicately onto the ground to prevent any hardscape damage. Immediately following the removal, the stump will be ground down, if ordered to do so and with proper USA notification. Our standard stump grinder is the Vermeer SC802. This stump grinder is ideal for any size job and can be used to grade large stumps. We also use the Dosko SC69 stump grinders. These are intended to remove tree stumps and exposed root systems close to ground level. Tree removal and stump removal are to be charged separately in accordance with the contract.



Tree Planting

We can replace trees that have been removed and plant new trees in accordance with the City's specifications. We are prepared financially and logistically to acquire and purchase selected tree species for tree planting. At a minimum of 48 hours in advance we will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. A well-trained planting team will perform the soil preparation and installation of the tree.

Tree Watering

Tree watering will be performed by a full-time, WCA team member on various routes, when requested by the Agency. This team will also be responsible for reporting special care needs to the small tree care team. This could include reporting weeds, soil that has settled, and/or staking and tying needs.

Emergency Response

We are prepared for emergency calls 24 hours a day, 7 days a week, including holidays. The toll free number is 866-LIMB-DOWN (866-546-2369). This number will be provided to the Agency, Police Department and/or Fire Department. Our emergency response team will do what is necessary to render the hazardous tree or tree-related condition safe until the following workday.



Crew Rental

Due to our vast amount of resources, including our specialty equipment and qualified personnel we are able to extend our commitment to our customers by providing various miscellaneous services outside of the most common tree maintenance services:

- Misc. use of aerial towers and cranes (including equipment rental)
- Crown reduction
- Crown restoration

Arborist Reports

We have full-time Certified Arborists on staff that can prepare detailed arborist reports, tree evaluations and site inspections based on your specific needs. Reporting can be generated for one tree or an entire selection and is handled on a case-by-case basis.



WCA provides the technology, management, and civic experience that makes it the preferred tree management partner across the West.

Plant Health Care

Tim Crothers, Plant Health Care Manager

ISA Board Certified Master Arborist WE-7655 BUM

DPR Qualified Pest Control Applicator #145321, QAL Category B & D

Our PHC program managed by Tim goes beyond standard chemical applications. We have developed an efficient Integrated Pest Management Program (IPM) that requires diagnosis before treatment. WCA is staffed with licensed applicators and advisors that are environmentally conscious as well as compliant with the California Department of Pesticide Regulation. This service allows us to provide you with:

- Proper diagnosis based on on-site inspection with laboratory testing when necessary
- Proactive and preventative recommendations that reduce the amount of potential pest and disease issues
- Follow-up evaluations to ensure that the recommended treatments result in a healthy and balanced urban forest





TAB E – PROPOSAL PRICING



**TXShare****RFP for Property Cleanup, Tree Trimming & Debris Removal Services****RFP #2024-049****Proposal submitted by WCA, Inc.****Service Category #2 - Tree Trimming and Tree Care by Certified Arborist**

Item	Description	Unit Measure	Unit Rate	Notes/Exception/Disclaimer
1	Crew Technician labor rate for services during normal business hours (Monday - Friday, 6:30 am - 5:00 pm)	Per man hour	\$ 85.00	
2	Supervisor Technician labor rate for services during normal business hours (Monday - Friday, 6:30 am - 5:00 pm)	Per man hour	\$ 85.00	
3	Licensed Applicator labor rate for services during normal business hours (Monday - Friday, 6:30 am - 5:00 pm)	Per man hour	\$ 105.00	Our current in-house applicators are presently undergoing the licensing process in the state of Texas.
4	Licensed Irrigation Technician labor rate for services during normal business hours (Monday - Friday, 6:30 am - 5:00 pm)	Per man hour	\$ 105.00	Our current in-house Licensed Irrigation Technician is presently undergoing the licensing process in the state of Texas.
5	Traffic Control Competent person labor rate for services during normal business hours (Monday - Friday, 6:30 am - 5:00 pm)	Per man hour	\$ 85.00	
6	ISA Certified Arborist Consulting labor rate for services during normal business hours (Monday - Friday, 6:30 am - 5:00 pm)	Per man hour	\$ 125.00	
7	Tree Protection labor rate for services during normal business hours (Monday - Friday, 6:30 am - 5:00 pm)	Per man hour	\$ 85.00	
8	Aerial Lift With Dump	Per hour	\$ 25.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
9	Chipper Dump Truck	Per hour	\$ 25.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
10	Stump Grinder	Per hour	\$ 25.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
11	Brush Chipper	Per hour	\$ 15.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
12	Mobilization	Per hour	\$ 250.00	
13	Arrowboard or Message Board	Per hour	\$ 25.00	
14	Flagman	Per hour	\$ 85.00	
15	Crane Rental	Per hour	\$ 200.00	Up to 25-tons; The quoted price covers equipment expenses and operator services.
16	Crane Rental Mobilization	Lump Sum	\$ 250.00	
17	Heavy Crane Rental	Per hour	\$ 395.00	Over 25 tons; The quoted price covers equipment expenses and operator services.
18	Heavy Crane Rental Mobilization	Lump sum	\$ 500.00	
19	Rolloff Truck	Per hour	\$ 85.00	The quoted price covers equipment expenses and operator services.
20	Loader	Per hour	\$ 85.00	The quoted price covers equipment expenses and operator services.
21	95-foot Aerial Tower	Per hour	\$ 105.00	The quoted price covers equipment expenses and operator services.
22	Cabling/Bracing services	Per hour	\$ 170.00	Includes 2-person crew.
23	GPS Tree inventory Data Collection	Per tree site	\$ 5.00	
24	Tree Planting Installation (Labor Only)	Per hour	\$ 85.00	
25	Material Cost	Lump Sum	Cost + 15%	
26	Special Disposal & Handling	Per ton	\$ 50.00	

**TXShare****RFP for Property Cleanup, Tree Trimming & Debris Removal Services****RFP #2024-049**

Proposal submitted by WCA, Inc.

Service Category #3 - Emergency Removal of Storm Downed trees and Limbs (Mon - Fri, 7am to 7pm)

Item	Description	Unit Measure	Unit Rate	Notes/Exception/Disclaimer
1	Crew Technician labor rate for services during the hours (Monday - Friday, 7am - 7pm)	Per man hour	\$ 110.00	
2	Supervisor Technician labor rate for services during the hours (Monday - Friday, 7am - 7pm)	Per man hour	\$ 110.00	
3	Licensed Applicator labor rate for services during the hours (Monday - Friday, 7am - 7pm)	Per man hour	\$ 125.00	Our current in-house applicators are presently undergoing the licensing process in the state of Texas.
4	Licensed Irrigation Technician labor rate for services during the hours (Monday - Friday, 7am - 7pm)	Per man hour	\$ 125.00	Our current in-house Licensed Irrigation Technician is presently undergoing the licensing process in the state of Texas.
5	Traffic Control Competent person labor rate for services during the hours (Monday - Friday, 7am - 7pm)	Per man hour	\$ 110.00	
6	ISA Certified Arborist Consulting labor rate for services during the hours (Monday - Friday, 7am - 7pm)	Per man hour	\$ 145.00	
7	Tree Protection labor rate for services during the hours (Monday - Friday, 7am - 7pm)	Per man hour	\$ 110.00	
8	Aerial Lift With Dump	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
9	Chipper Dump Truck	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
10	Stump Grinder	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
11	Brush Chipper	Per hour	\$ 30.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
12	Mobilization	Per hour	\$ 375.00	
13	Arrowboard or Message Board	Per hour	\$ 50.00	
14	Flagman	Per hour	\$ 110.00	
15	Crane Rental	Per hour	\$ 300.00	Up to 25-tons; The quoted price covers equipment expenses and operator services.
16	Crane Rental Mobilization	Lump Sum	\$ 400.00	
17	Heavy Crane Rental	Per hour	\$ 495.00	Over 25 tons; The quoted price covers equipment expenses and operator services.
18	Heavy Crane Rental Mobilization	Lump sum	\$ 650.00	
19	Rolloff Truck	Per hour	\$ 110.00	The quoted price covers equipment expenses and operator services.
20	Loader	Per hour	\$ 110.00	The quoted price covers equipment expenses and operator services.
21	95-foot Aerial Tower	Per hour	\$ 110.00	The quoted price covers equipment expenses and operator services.
22	Cabling/Bracing services	Per hour	\$ 220.00	Includes 2-person crew.
23	GPS Tree inventory Data Collection	Per tree site	\$ 5.00	
24	Tree Planting Installation (Labor Only)	Per hour	\$ 110.00	
25	Material Cost	Lump Sum	Cost + 15%	
26	Special Disposal & Handling	Per ton	\$ 65.00	

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Item	Description	Unit Measure	Unit Rate	Notes/Exception/Disclaimer
1	Crew Technician labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 125.00	
2	Supervisor Technician labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 125.00	
3	Licensed Applicator labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 125.00	Our current in-house applicators are presently undergoing the licensing process in the state of Texas.
4	Licensed Irrigation Technician labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 125.00	Our current in-house Licensed Irrigation Technician is presently undergoing the licensing process in the state of Texas.
5	Traffic Control Competent person labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 125.00	
6	ISA Certified Arborist Consulting labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 165.00	
7	Tree Protection labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 125.00	
8	Aerial Lift With Dump	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
9	Chipper Dump Truck	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
10	Stump Grinder	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
11	Brush Chipper	Per hour	\$ 30.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
12	Mobilization	Per hour	\$ 375.00	
13	Arrowboard or Message Board	Per hour	\$ 50.00	
14	Flagman	Per hour	\$ 110.00	
15	Crane Rental	Per hour	\$ 300.00	Up to 25-tons; The quoted price covers equipment expenses and operator services.
16	Crane Rental Mobilization	Lump Sum	\$ 400.00	
17	Heavy Crane Rental	Per hour	\$ 495.00	Over 25 tons; The quoted price covers equipment expenses and operator services.
18	Heavy Crane Rental Mobilization	Lump sum	\$ 650.00	
19	Rolloff Truck	Per hour	\$ 125.00	The quoted price covers equipment expenses and operator services.
20	Loader	Per hour	\$ 125.00	The quoted price covers equipment expenses and operator services.
21	95-foot Aerial Tower	Per hour	\$ 125.00	The quoted price covers equipment expenses and operator services.
22	Cabling/Bracing services	Per hour	\$ 250.00	Includes 2-person crew.
23	GPS Tree inventory Data Collection	Per tree site	\$ 5.00	
24	Tree Planting Installation (Labor Only)	Per hour	\$ 110.00	
25	Material Cost	Lump Sum	Cost + 15%	
26	Special Disposal & Handling	Per ton	\$ 65.00	



TXShare

RFP for Property Cleanup, Tree Trimming & Debris Removal Services

RFP #2024-049

Proposal submitted by WCA, Inc.

Service Category #4 - Other Ancillary Services

Item	Description	Unit Measure	Unit Rate	Notes/Exception/Disclaimer
1	GPS tree Inventory Data Collection	Per tree site	\$ 5.00	Conduct an inventory of trees located within the City. The tree inventory data shall be geo-coded into a Geographic Information System (GIS) database and integrated into the City's existing or other GIS platform. Cost includes inventory delivery, site visits, and travel expenses.
2	Tree inventory Software (ArborAccess)	Annual Fee	\$ 12,000.00	Provide access to our on-line tree management software program called ArborAccess to an unlimited number of City personnel. Cost includes all updates, and troubleshooting as necessary. <i>No cost if under contract for tree maintenance services. Otherwise, annual fee is \$12,000.</i>



TAB F – REFERENCES



Client References

CITY OF ANAHEIM

SINCE 2007



The City of Anaheim maintains their large tree population of 102,014 by utilizing the Call Management feature on ArborAccess, our inventory and management system. Since they began utilizing this feature there has been 12,329 call records were input alone. WCA provides complete urban forest management for both the Public Works and Utility divisions of the City.

Contact: Dan Debassio, PW Superintendent

400 E. Vermont Ave., Anaheim, CA 92805 ~ (714) 765-6860 ~ ddebassio@anaheim.net

ANNUAL BUDGET: \$3,300,000

COUNTY OF LOS ANGELES

SINCE 2010



WCA trims nearly 25,000 trees of the county's 500,000 tree population annually. We also perform tree removals and tree planting on an as-needed basis. Part of our work requirements include palm tree inspection and bird nesting inspections as work is performed.

Contact: Nathan Birdwell, Tree Superintendent

900 S. Fremont Ave., Alhambra, CA 91802 ~ (661) 947-7173 ~

nbirdwell@dpw.lacounty.gov

ANNUAL BUDGET: \$8,000,000

CITY OF SACRAMENTO

SINCE 2012



WCA currently performs tree pruning, tree removals and tree planting as part of the City's annual tree maintenance program. WCA provides tree service to various City departments including Facilities, Parks, CCS and Public Works. We recently helped the City with hundreds of tree emergencies from storm events in the Winter of 22-23.

Contact: Kevin Wasson, Operations Supervisor

5730 24th St., Bldg. 12A, Sacramento, CA 95822 ~ (916) 808-6336 ~

kwasson@cityofsacramento.org

ANNUAL BUDGET: \$5,000,000

CITY OF SAN DIEGO

SINCE 2007



WCA performs various tree maintenance services for the City's Maintenance Assessment Districts, Right-of-ways, Parks, Golf Courses and streets. We have completed several GPS inventories. WCA helped facilitate the receipt of a tree planting grant from CalFire.

Contact: Brian Widener, Inspector

2781 Caminito Chollas, San Diego, CA 92105 ~ (619) 527-8050 ~

bwidener@sandiego.gov

ANNUAL BUDGET: \$2,700,000

CITY OF BEVERLY HILLS

SINCE 2000



WCA provides complete urban forestry management for nearly 25,000 city-owned trees. Beverly Hills is a high profile city and is a tourist destination for many; therefore, there are many areas that require increased maintenance and attention. Special hours and weekend work is often arranged to avoid interference with traffic.

Contact: Ken Pfalzgraf, Urban Forestry Manager

450 North Crescent Dr., Beverly Hills, CA 90210 ~ (310) 285-2467 ~

kpalfzgraf@beverlyhills.org

ANNUAL BUDGET: \$4,600,000





TAB G – REQUIRED ATTACHMENTS



EXHIBIT 1
DESCRIPTION OF PROPOSED SERVICE CATEGORIES AND PROPOSED PRICING

You must furnish a proposal that contains pricing for the services your firm wishes to offer, choosing from the list below. You are not required to provide all service categories.

Service Categories #1-4

SERVICE CATEGORY #1: PROPERTY CLEANING AND MOWING

SERVICE CATEGORY #2: TREE TRIMMING AND TREE CARE BY CERTIFIED ARBORIST

SERVICE CATEGORY #3: EMERGENCY REMOVAL OF STORM DOWNED TREES AND LIMBS

SERVICE CATEGORY #4: OTHER ANCILLARY SERVICES YOU WISH TO PROPOSE

Please provide a descriptive list of the various types of services necessary you wish to offer as described in Section 4 along with either fixed unit pricing or fixed percentage discount off your rates. These are the services and pricing that your firm would use to calculate a lump sum project cost with a client. There may be as many Rate Classifications as you deem necessary. You may attach additional pages as needed.

In addition, you may wish to provide optional or ancillary services, that may not be ordinarily used in every executive search consult but may be of interest to your potential Customer.

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Service Category #3 - Emergency Removal of Storm Downed trees and Limbs (Mon - Fri, 7am to 7pm)

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5	Traffic Control Competent person labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 125.00	
6	ISA Certified Arborist Consulting labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 165.00	
7	Tree Protection labor rate for services during the hours (Mon - Fri, 7pm to 7am, weekends, holidays)	Per man hour	\$ 125.00	
8	Aerial Lift With Dump	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
9	Chipper Dump Truck	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
10	Stump Grinder	Per hour	\$ 40.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
11	Brush Chipper	Per hour	\$ 30.00	The quoted price covers equipment expenses exclusively; additional charges will apply for operator services.
12	Mobilization	Per hour	\$ 375.00	
13	Arrowboard or Message Board	Per hour	\$ 50.00	
14	Flagman	Per hour	\$ 110.00	
15	Crane Rental	Per hour	\$ 300.00	Up to 25-tons; The quoted price covers equipment expenses and operator services.
16	Crane Rental Mobilization	Lump Sum	\$ 400.00	
17	Heavy Crane Rental	Per hour	\$ 495.00	Over 25 tons; The quoted price covers equipment expenses and operator services.
18	Heavy Crane Rental Mobilization	Lump sum	\$ 650.00	
19	Rolloff Truck	Per hour	\$ 125.00	The quoted price covers equipment expenses and operator services.
20	Loader	Per hour	\$ 125.00	The quoted price covers equipment expenses and operator services.
21	95-foot Aerial Tower	Per hour	\$ 125.00	The quoted price covers equipment expenses and operator services.
22	Cabling/Bracing services	Per hour	\$ 250.00	Includes 2-person crew.
23	GPS Tree inventory Data Collection	Per tree site	\$ 5.00	
24	Tree Planting Installation (Labor Only)	Per hour	\$ 110.00	
25	Material Cost	Lump Sum	Cost + 15%	
26	Special Disposal & Handling	Per ton	\$ 65.00	



TXShare

RFP for Property Cleanup, Tree Trimming & Debris Removal Services

RFP #2024-049

Proposal submitted by WCA, Inc.

Service Category #4 - Other Ancillary Services

Item	Description	Unit Measure	Unit Rate	Notes/Exception/Disclaimer
1	GPS tree Inventory Data Collection	Per tree site	\$ 5.00	Conduct an inventory of trees located within the City. The tree inventory data shall be geo-coded into a Geographic Information System (GIS) database and integrated into the City's existing or other GIS platform. Cost includes inventory delivery, site visits, and travel expenses.
2	Tree inventory Software (ArborAccess)	Annual Fee	\$ 12,000.00	Provide access to our on-line tree management software program called ArborAccess to an unlimited number of City personnel. Cost includes all updates, and troubleshooting as necessary. <i>No cost if under contract for tree maintenance services. Otherwise, annual fee is \$12,000.</i>

EXHIBIT 2
SAMPLE MARKET BASKET FORM

THIS FORM IS NOT REQUIRED FOR YOUR PROPOSAL

NOT APPLICABLE

EXHIBIT 3
SERVICE DESIGNATION AREAS

Texas Service Area Designation or Identification			
Proposing Firm Name:	West Coast Arborists, Inc.		
Notes:	Indicate in the appropriate box whether you are proposing to service the entire state of Texas		
	Will service the entire state of Texas	Will not service the entire state of Texas	
		X	
	If you are not proposing to service the entire state of Texas, designate on the form below the regions that you are proposing to provide goods and/or services to. By designating a region or regions, you are certifying that you are willing and able to provide the proposed goods and services.		
Item	Region	Metropolitan Statistical Areas	Designated Service Area
1.	North Central Texas	16 counties in the Dallas-Fort Worth Metropolitan area	X
2.	High Plains	Amarillo Lubbock	X
3.	Northwest	Abilene Wichita Falls	X
4.	Upper East	Longview Texarkana, TX-AR Metro Area Tyler	X
5.	Southeast	Beaumont-Port Arthur	
6.	Gulf Coast	Houston-The Woodlands-Sugar Land	X
7.	Central Texas	College Station-Bryan Killeen-Temple Waco	X
8.	Capital Texas	Austin-Round Rock	
9.	Alamo	San Antonio-New Braunfels Victoria	X
10.	South Texas	Brownsville-Harlingen Corpus Christi Laredo McAllen-Edinburg-Mission	
11.	West Texas	Midland Odessa San Angelo	
12.	Upper Rio Grande	El Paso	

(Exhibit 3 continued on next page)

(Exhibit 3 continued)

Nationwide Service Area Designation or Identification Form							
Proposing Firm Name:	West Coast Arborists, Inc.						
Notes:	<p>Indicate in the appropriate box whether you are proposing to provide service to all Fifty (50) States.</p> <table border="1"> <tr> <td>Will service all fifty (50) states</td> <td>Will not service fifty (50) states</td> </tr> <tr> <td></td> <td>X</td> </tr> </table> <p>If you are not proposing to service to all fifty (50) states, then designate on the form below the states that you will provide service to. By designating a state or states, you are certifying that you are willing and able to provide the proposed goods and services in those states.</p> <p>If you are only proposing to service a specific region, metropolitan statistical area (MSA), or city in a State, then indicate as such in the appropriate column box.</p>			Will service all fifty (50) states	Will not service fifty (50) states		X
Will service all fifty (50) states	Will not service fifty (50) states						
	X						
Item	State	Region/MSA/City (write "ALL" if proposing to service entire state)	Designated as a Service Area				
1.	Alabama						
2.	Alaska						
3.	Arizona	ALL	X				
4.	Arkansas						
5.	California	ALL	X				
6.	Colorado						
7.	Connecticut						
8.	Delaware						
9.	Florida						
10.	Georgia						
11.	Hawaii						
12.	Idaho						
13.	Illinois						
14.	Indiana						
15.	Iowa						
16.	Kansas						
17.	Kentucky						
18.	Louisiana						
19.	Maine						

20.	Maryland		
21.	Massachusetts		
22.	Michigan		
23.	Minnesota		
24.	Mississippi		
25.	Missouri		
26.	Montana		
27.	Nebraska		
28.	Nevada		
29.	New Hampshire		
30.	New Jersey		
31.	New Mexico		
32.	New York		
33.	North Carolina		
34.	North Dakota		
35.	Ohio		
36.	Oregon		
37.	Oklahoma		
38.	Pennsylvania		
39.	Rhode Island		
40.	South Carolina		
41.	South Dakota		
42.	Tennessee		
43.	Texas	Dallas - Forth Worth Metroplex	X
44.	Utah		
45.	Vermont		
46.	Virginia		
47.	Washington		
48.	West Virginia		
49.	Wisconsin		
50.	Wyoming		

**ATTACHMENT I:
INSTRUCTIONS FOR PROPOSALS COMPLIANCE AND SUBMITTAL**

REQUIRED ATTACHMENT CHECKLIST

This checklist is provided as a courtesy to responding firms. Please utilize this checklist to ensure that all required attachments are included with your proposal. IF AN ATTACHMENT DOES NOT APPLY, PLEASE MARK AS “**NOT APPLICABLE**” AND SUBMIT WITH THE PROPOSAL. FAILURE TO SUBMIT **ALL REQUIRED DOCUMENTS** MAY NEGATIVELY IMPACT YOUR EVALUATION SCORE.

- ☒ Cover Sheet
- ☒ Exhibit 1: Description of Desired Service Categories for Proposed Pricing
- ☒ Exhibit 2: Sample Market Basket Form
- ☒ Exhibit 3: Service Area Designation Forms
- ☒ Attachment I: Instructions for Proposals Compliance and Submittal
- ☒ Attachment II: Certification of Offeror
- ☒ Attachment III: Certification Regarding Debarment
- ☒ Attachment IV: Restrictions on Lobbying
- ☒ Attachment V: Drug-Free Workplace Certification
- ☒ Attachment VI: Certification Regarding Disclosure of Conflict of Interest
- ☒ Attachment VII: Certification of Fair Business Practices
- ☒ Attachment VIII: Certification of Good Standing Texas Corporate Franchise Tax Certification
- ☒ Attachment IX: Historically Underutilized Businesses, Minority Or Women-Owned Or Disadvantaged Business Enterprises
- ☒ Attachment X: Federal and State of Texas Required Procurement Provisions
- ☒ Attachment XI: Conflict of Interest Questionnaire

Compliance with the Solicitation

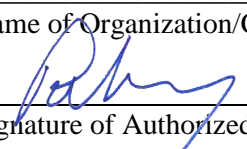
Submissions must be in strict compliance with this solicitation. Failure to comply with all provisions of the solicitation may result in disqualification. You recognize that all proposals must be submitted electronically through PublicPurchase.com by the RFP due date and time. All other forms of submissions will be deemed nonresponsive and will not be opened or considered.

Acknowledgment of Insurance Requirements

By signing its submission, you acknowledges that it has read and understands the insurance requirements for the submission. You also understands that the evidence of required insurance may be requested to be submitted within ten (10) working days following notification of its offer being accepted; otherwise, NCTCOG may rescind its acceptance of the your proposals. The insurance requirements are outlined in Section 6.4.

West Coast Arborists, Inc.

Name of Organization/Contractor



Signature of Authorized Representative

Patrick Mahoney, President

Printed/Typed Name and Title of Authorized Representative

03/07/24

Date

**ATTACHMENT II:
CERTIFICATIONS OF OFFEROR**

I hereby certify that the information contained in this proposal and any attachments is true and correct and may be viewed as an accurate representation of proposed services to be provided by this organization. I certify that no employee, board member, or agent of the North Central Texas Council of Governments has assisted in the preparation of this proposal. I agree that failure to submit all requested information may result in rejection of this proposal as non-responsive. I acknowledge that I have read and understand the requirements and provisions of the solicitation and that the organization will comply with the regulations and other applicable local, state, and federal regulations and directives in the implementation of this contract.

I also certify that I have read and understood all sections of this solicitation and will comply with all the terms and conditions as stated; and furthermore that I, Patrick Mahoney (typed or printed name) certify that I am the President (title) of the corporation, partnership, or sole proprietorship, or other eligible entity named as you and you herein and that I am legally authorized to sign this offer and to submit it to the North Central Texas Council of Governments, on behalf of said Offeror by authority of its governing body.

West Coast Arborists, Inc.

Name of Organization/Contractor



Signature of Authorized Representative

Patrick Mahoney, President

Printed/Typed Name and Title of Authorized Representative

03/07/24

Date

ATTACHMENT III:
CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

This certification is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 93, Government-wide Debarment and Suspension, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668, 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned certifies, to the best of his or her knowledge and belief, that both it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
2. Have not within a three-year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction, violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false Proposals, or receiving stolen property;
3. Are not presently indicated for or otherwise criminally or civilly charged by a government entity with commission of any of the offense enumerated in Paragraph (2) of this certification; and,
4. Have not within a three-year period preceding this contract had one or more public transactions terminated for cause or default.

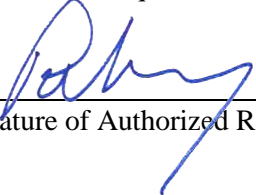
Where the prospective recipient of federal assistance funds is unable to certify to any of the qualifications in this certification, such prospective recipient shall attach an explanation to this certification form.

West Coast Arborists, Inc.

Name of Organization/Contractor(s):

CFJMV MJ9NSD1

SAM.GOV Unique Identity ID:



Signature of Authorized Representative

Patrick Mahoney, President

Printed/Typed Name and Title of Authorized Representative

03/07/24

Date

**ATTACHMENT IV:
RESTRICTIONS ON LOBBYING**

Section 319 of Public Law 101-121 prohibits recipients of federal contracts, grants, and loans exceeding \$100,000 at any tier under a federal contract from using appropriated funds for lobbying the Executive or Legislative Branches of the federal government in connection with a specific contract, grant, or loan. Section 319 also requires each person who requests or receives a federal contract or grant in excess of \$100,000 to disclose lobbying.

No appropriated funds may be expended by the recipient of a federal contract, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any federal executive department or agency as well as any independent regulatory commission or government corporation, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

As a recipient of a federal grant exceeding \$100,000, NCTCOG requires its subcontractors of that grant to file a certification, set forth in Appendix B.1, that neither the agency nor its employees have made, or will make, any payment prohibited by the preceding paragraph.

Subcontractors are also required to file with NCTCOG a disclosure form, set forth in Appendix B.2, if the subcontractor or its employees have made or have agreed to make any payment using nonappropriated funds (to include profits from any federal action), which would be prohibited if paid for with appropriated funds.

(Attachment continued on next page)

(Attachment IV: Cont.)

**LOBBYING CERTIFICATION
FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge or belief, that:

1. No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an officer or employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal loan, the entering into of any cooperative Contract, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative contract; and
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, and or cooperative contract, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying”, in accordance with the instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify accordingly.

West Coast Arborists, Inc.

Name of Organization/Contractor



Signature of Authorized Representative

Patrick Mahoney, President

Printed/Typed Name and Title of Authorized Representative

03/07/24

Date

**ATTACHMENT V:
DRUG-FREE WORKPLACE CERTIFICATION**

The West Coast Arborists, Inc. (company name) will provide a Drug Free Work Place in compliance with the Drug Free Work Place Act of 1988. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on the premises of the West Coast Arborists, Inc. (company name) or any of its facilities. Any employee who violates this prohibition will be subject to disciplinary action up to and including termination. All employees, as a condition of employment, will comply with this policy.

CERTIFICATION REGARDING DRUG-FREE WORKPLACE

This certification is required by the Federal Regulations Implementing Sections 5151-5160 of the Drug-Free Workplace Act, 41 U.S.C. 701, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668 and 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned subcontractor certifies it will provide a drug-free workplace by:

Publishing a policy Proposal notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee;

Establishing an ongoing drug-free awareness program to inform employees of the dangers of drug abuse in the workplace, the subcontractor's policy of maintaining a drug-free workplace, the availability of counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed on employees for drug violations in the workplace;

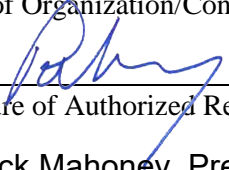
Providing each employee with a copy of the subcontractor's policy Proposal;

Notifying the employees in the subcontractor's policy Proposal that as a condition of employment under this subcontract, employees shall abide by the terms of the policy Proposal and notifying the subcontractor in writing within five days after any conviction for a violation by the employee of a criminal drug abuse statute in the workplace;

Notifying the Board within ten (10) days of the subcontractor's receipt of a notice of a conviction of any employee; and,

Taking appropriate personnel action against an employee convicted of violating a criminal drug statute or requires such employee to participate in a drug abuse assistance or rehabilitation program.

West Coast Arborists, Inc.
Name of Organization/Contractor


Signature of Authorized Representative

Patrick Mahoney, President
Printed/Typed Name and Title of Authorized Representative

03/07/24
Date

**ATTACHMENT VI:
CERTIFICATION REGARDING DISCLOSURE OF CONFLICT OF INTEREST**

The undersigned certifies that, to the best of his or her knowledge or belief, that:

“No employee of the contractor, no member of the contractor’s governing board or body, and no person who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this contract shall participate in any decision relating to this contract which affects his/her personal pecuniary interest.

Executives and employees of contractor shall be particularly aware of the varying degrees of influence that can be exerted by personal friends and associates and, in administering the contract, shall exercise due diligence to avoid situations which give rise to an assertion that favorable treatment is being granted to friends and associates. When it is in the public interest for the contractor to conduct business with a friend or associate of an executive or employee of the contractor, an elected official in the area or a member of the North Central Texas Council of Governments, a permanent record of the transaction shall be retained.

Any executive or employee of the contractor, an elected official in the area or a member of the NCTCOG, shall not solicit or accept money or any other consideration from a third person, for the performance of an act reimbursed in whole or part by contractor or Department. Supplies, tools, materials, equipment or services purchased with contract funds shall be used solely for purposes allowed under this contract. No member of the NCTCOG shall cast a vote on the provision of services by that member (or any organization which that member represents) or vote on any matter which would provide a direct or indirect financial benefit to the member or any business or organization which the member directly represents”.

No officer, employee or paid consultant of the contractor is a member of the NCTCOG.

No officer, manager or paid consultant of the contractor is married to a member of the NCTCOG.

No member of NCTCOG directly owns, controls or has interest in the contractor.

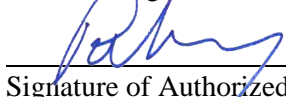
The contractor has disclosed any interest, fact, or circumstance that does or may present a potential conflict of interest.

No member of the NCTCOG receives compensation from the contractor for lobbying activities as defined in Chapter 305 of the Texas Government Code.

Should the contractor fail to abide by the foregoing covenants and affirmations regarding conflict of interest, the contractor shall not be entitled to the recovery of any costs or expenses incurred in relation to the contract and shall immediately refund to the North Central Texas Council of Governments any fees or expenses that may have been paid under this contract and shall further be liable for any other costs incurred or damages sustained by the NCTCOG as it relates to this contract.

West Coast Arborists, Inc.

Name of Organization/Contractor



Signature of Authorized Representative:

Patrick Mahoney, President

Printed/Typed Name and Title of Authorized Representative

03/07/24

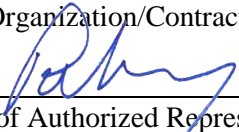
Date

**ATTACHMENT VII:
CERTIFICATION OF FAIR BUSINESS PRACTICES**

That the submitter has not been found guilty of unfair business practices in a judicial or state agency administrative proceeding during the preceding year. The submitter further affirms that no officer of the submitter has served as an officer of any company found guilty of unfair business practices in a judicial or state agency administrative during the preceding year.

West Coast Arborists, Inc.

Name of Organization/Contractor



Signature of Authorized Representative

Patrick Mahoney, President

Printed/Typed Name and Title of Authorized Representative

03/07/24

Date

**ATTACHMENT VIII:
CERTIFICATION OF GOOD STANDING
TEXAS CORPORATE FRANCHISE TAX CERTIFICATION**

Pursuant to Article 2.45, Texas Business Corporation Act, state agencies may not contract with for profit corporations that are delinquent in making state franchise tax payments. The following certification that the corporation entering into this offer is current in its franchise taxes must be signed by the individual authorized on Form 2031, Corporate Board of Directors Resolution, to sign the contract for the corporation.

The undersigned authorized representative of the corporation making the offer herein certified that the following indicated Proposal is true and correct and that the undersigned understands that making a false Proposal is a material breach of contract and is grounds for contract cancellation.

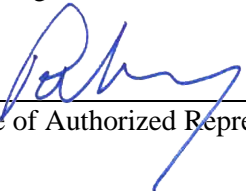
Indicate the certification that applies to your corporation:

- X The Corporation is a for-profit corporation and certifies that it is not delinquent in its franchise tax payments to the State of Texas.
- The Corporation is a non-profit corporation or is otherwise not subject to payment of franchise taxes to the State of Texas.

- Type of Business (if not corporation): ☐ Sole Proprietor
- ☐ Partnership
- ☐ Other

Pursuant to Article 2.45, Texas Business Corporation Act, the North Central Texas Council of Governments reserves the right to request information regarding state franchise tax payments.

West Coast Arborists, Inc.
Name of Organization/Contractor


Signature of Authorized Representative

Patrick Mahoney, President
Printed/Typed Name and Title of Authorized Representative

03/07/24
Date

**ATTACHMENT IX:
HISTORICALLY UNDERUTILIZED BUSINESSES, MINORITY OR WOMEN-OWNED OR
DISADVANTAGED BUSINESS ENTERPRISES**

Historically Underutilized Businesses (HUBs), minority or women-owned or disadvantaged businesses enterprises (M/W/DBE) are encouraged to participate in the solicitation process. Representatives from HUB vendors should identify themselves and submit a copy of their certification. This applies only to the Offeror and not a subcontractor.

NCTCOG recognizes the certifications of both the State of Texas Program and the North Central Texas Regional Certification Agency. Companies seeking information concerning HUB certification are urged to contact:

State of Texas HUB Program
Texas Comptroller of Public Accounts
Lyndon B. Johnson State Office Building
111 East 17th Street
Austin, Texas 78774
(512) 463-6958
<http://www.window.state.tx.us/procurement/prog/hub/>

Local businesses seeking M/W/DBE certification should contact:

North Central Texas Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, TX 76011
(817) 640-0606
<http://www.nctrca.org/certification.html>

Submitter must include a copy of its minority certification documentation as part of this solicitation.

If your company is already certified, attach a copy of your certification to this form and return with your proposal.

Indicate all that apply:

_____ Minority-Owned Business Enterprise

_____ Women-Owned Business Enterprise

_____ Disadvantaged Business Enterprise

ATTEST TO Attachments of Certification:

Authorized Signature

Typed Name

Date

Subscribed and sworn to before me this _____ day of _____ (month), 20__ in
_____ (city), _____ (agency), _____ (state).

SEAL

Notary Public in and for _____ (Agency),

State of _____ Commission expires: _____

ATTACHMENT X

NCTCOG FEDERAL AND STATE OF TEXAS REQUIRED PROCUREMENT PROVISIONS

Note: The following provisions are mandated by Federal and/or State of Texas law. Failure to certify the following will result in disqualification of consideration for contract. Entities or agencies that are not able to comply with the following statements will be ineligible for consideration of contract award.

(Attachment continued on next page)

**PROHIBITED TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT
CERTIFICATION**

This Contract is subject to the Public Law 115-232, Section 889, and 2 Code of Federal Regulations (CFR) Part 200, including §200.216 and §200.471, for prohibition on certain telecommunications and video surveillance or equipment. Public Law 115-232, Section 889, identifies that restricted telecommunications and video surveillance equipment or services (e.g., phones, internet, video surveillance, cloud servers) include the following:

- A) Telecommunications equipment that is produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliates of such entities).
- B) Video surveillance and telecommunications equipment produced by Hytera Communications Corporations, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliates of such entities).
- C) Telecommunications or video surveillance services used by such entities or using such equipment.
- D) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, Director of the National Intelligence, or the Director of the Federal Bureau of Investigation reasonably believes to be an entity owned or controlled by the government of a covered foreign country. The entity identified below, through its authorized representative, hereby certifies that no funds under this Contract will be obligated or expended to procure or obtain telecommunication or video surveillance services or equipment or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as a critical technology as part of any system prohibited by 2 CFR §200.216 and §200.471, or applicable provisions in Public Law 115-232 Section 889.

☒ **The Contractor or Subrecipient hereby certifies that it does comply with the requirements of 2 CFR §200.216 and §200.471, or applicable regulations in Public Law 115-232 Section 889.**

West Coast Arborists, Inc.

Name of Organization/Contractor



Signature of Authorized Representative

Patrick Mahoney, President

Printed/Typed Name and Title of Authorized Representative

03/07/24

Date:

-OR-

☐ **The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of 2 CFR §200.216 and §200.471, or applicable regulations in Public Law 115-232 Section 889.**

Name of Organization/Contractor

Signature of Authorized Representative

Printed/Typed Name and Title of Authorized Representative

Date

(Attachment continued on next page)

(Attachment X: Cont.)

DISCRIMINATION AGAINST FIREARMS ENTITIES OR FIREARMS TRADE ASSOCIATIONS

This contract is subject to the Texas Local Government Code chapter 2274, Subtitle F, Title 10, prohibiting contracts with companies who discriminate against firearm and ammunition industries.

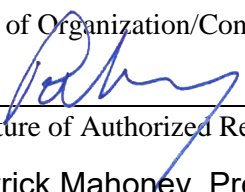
TLGC chapter 2274, Subtitle F, Title 10, identifies that “discrimination against a firearm entity or firearm trade association” includes the following:

- A) means, with respect to the entity or association, to:
- I. refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; and
 - II. refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or
 - III. terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association.
- B) An exception to this provision excludes the following:
- I. contracts with a sole-source provider; or
 - II. the government entity does not receive bids from companies who can provide written verification.

The entity identified below, through its authorized representative, hereby certifies that they have no practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and that they will not discriminate during the term of the contract against a firearm entity or firearm trade association as prohibited by Chapter 2274, Subtitle F, Title 10 of the Texas Local Government Code.

☒ **The Contractor or Subrecipient hereby certifies that it does comply with the requirements of Chapter 2274, Subtitle F, Title 10.**

Name of Organization/Contractor **West Coast Arborists, Inc.**



Signature of Authorized Representative

Patrick Mahoney, President

Printed/Typed Name and Title of Authorized Representative

03/07/24

Date

-OR-

☐ **The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of Chapter 2274, Subtitle F, Title 10.**

Name of Organization/Contractor

Signature of Authorized Representative

Printed/Typed Name and Title of Authorized Representative

Date

(Attachment continued on next page)

(Attachment X: Cont.)

BOYCOTTING OF CERTAIN ENERGY COMPANIES

This contract is subject to the Texas Local Government Code chapter 809, Subtitle A, Title 8, prohibiting contracts with companies who boycott certain energy companies.

TLGC chapter Code chapter 809, Subtitle A, Title 8, identifies that “boycott energy company” means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company:

- I. engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; and
- II. does business with a company described by paragraph (I).

The entity identified below, through its authorized representative, hereby certifies that they do not boycott energy companies, and that they will not boycott energy companies during the term of the contract as prohibited by Chapter 809, Subtitle A, Title 8 of the Texas Local Government Code.

☒ **The Contractor or Subrecipient hereby certifies that it does comply with the requirements of Chapter 809, Subtitle A, Title 8.**

West Coast Arborists, Inc.
Name of Organization/Contractor


Signature of Authorized Representative

Patrick Mahoney, President
Printed/Typed Name and Title of Authorized Representative

03/07/24
Date

-OR-

☐ **The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of Chapter 809, Subtitle A, Title 8.**

Name of Organization/Contractor

Signature of Authorized Representative

Printed/Typed Name and Title of Authorized Representative

Date

NOT APPLICABLE

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	OFFICE USE ONLY <div style="border: 1px solid black; height: 100px; margin-top: 5px;">Date Received</div>	
1 Name of vendor who has a business relationship with local governmental entity. <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>		
2 <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)		
3 Name of local government officer about whom the information is being disclosed. <div style="border: 1px solid black; height: 30px; margin-top: 5px; text-align: center;">Name of Officer</div>		
4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary. <div style="margin-left: 40px;"> <p>A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> <p>B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div>		
5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more. 		
6 <input type="checkbox"/> Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1). 		
7 <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 60%;"> <div style="border-top: 1px solid black; margin-bottom: 5px;"></div> Signature of vendor doing business with the governmental entity </div> <div style="width: 35%;"> <div style="border-top: 1px solid black; margin-bottom: 5px;"></div> Date </div> </div>		

Addendum #1

**Property Cleanup, Tree Trimming & Debris Removal Services
RFP # 2024-049**

Issued March 11, 2024 by the North Central Texas Council of Governments

This RFP has been amended to incorporate in full text the following provisions:

I. CLARIFICATIONS.

1. None

II. PUBLIC PROPOSAL OPENING

The opening of proposals is available to the public through a TEAMS meeting as follows:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 236 451 376 898

Passcode: BEmrQT

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 903-508-4574,,936005844#](#) United States, Tyler

Phone Conference ID: 936 005 844#

III. QUESTIONS.

The following questions have been submitted:

Q.1 - How many agencies are currently using your service? On average, how much is an accepted contract worth?

A.1 - There are 228 agencies that are members of TXShare as of today. There are not any current contracts as this is a new solicitation.

PROPOSAL DUE DATE REMAINS 2:00 PM CT, March 11, 2024.

END OF ADDENDUM



CERTIFICATE OF LIABILITY INSURANCE

 DATE(MM/DD/YYYY)
06/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Insurance Services West, Inc. Los Angeles CA Office 707 Wilshire Boulevard Suite 2600 Los Angeles CA 90017-0460 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105 E-MAIL ADDRESS: <table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Starr Indemnity & Liability Company</td> <td>38318</td> </tr> <tr> <td>INSURER B: Starr Specialty Insurance Company</td> <td>16109</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Starr Indemnity & Liability Company	38318	INSURER B: Starr Specialty Insurance Company	16109	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER F:															
INSURED West Coast Arborists, Inc. 2200 E Via Burton Anaheim CA 92806 USA															

COVERAGES

CERTIFICATE NUMBER: 570100231595

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			1000100141231 SIR applies per policy terms & conditions	07/01/2023	07/01/2024	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			1000198198231	07/01/2023	07/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	1000004228 Workers Comp CA 1000004229 Workers Comp AZ	07/01/2023 07/01/2023	07/01/2024 07/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

West Coast Arborists, Inc. 2200 E. Via Burton Anaheim CA 92806 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Holder Identifier :

Certificate No : 570100231595