

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

May 4, 2021

FROM

BRENDON BIGGS, Director, Department of Public Works – Transportation

SUBJECT

Cooperative Agreement with Redlands Joint Venture, LLC for Tree Trimming and Pruning Services

RECOMMENDATION(S)

1. Approve a **Cooperative Agreement No. 21-309** with Redlands Joint Venture, LLC for reimbursement of tree trimming and pruning activities conducted by the Department of Public Works in the unincorporated area of Redlands for a period of May 4, 2021 through May 3, 2023, in an amount up-to \$30,920 per year and not-to-exceed \$61,840 during the term of this Agreement.
2. Authorize the Director of the Department of Public Works to obtain a Standard Encroachment Permit from California Department of Transportation for work in the unincorporated area of Redlands.

(Presenter: Brendon Biggs, Director, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Ensure Development of a Well-Planned, Balanced, and Sustainable County.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Department of Public Works (Department) is funded by Gas Tax revenue, fee revenue, and other state and local funding. In accordance with the proposed Agreement, all tree trimming and pruning services requested by Redlands Joint Venture, LLC (RJV) that is performed by Department staff or contractors will be 100% reimbursable by RJV, up-to a total of \$30,920 per year, and not-to-exceed \$61,840 during the term of this Agreement. Sufficient appropriation and revenue have been included in the 2020-21 Road Operations budget (6650002000 – 71H15086) and will be included in future recommended budgets.

BACKGROUND INFORMATION

This Agreement will allow Department staff to provide tree trimming and pruning services (Contract Work) to RJV for the trees located within the western side of State Highway right-of-way on State Route 210, on Citrus Drive, between Lugonia Avenue and San Bernardino Avenue, in the unincorporated area of Redlands (Cooperative Area).

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This Agreement requires the Director of the Department to apply and be approved for a Standard Encroachment Permit with the California Department of Transportation (Caltrans) for the Department to provide trimming of trees in the Cooperative Area. The application for the Standard Encroachment Permit is included as Exhibit B in the Agreement.

According to the Agreement, the Department will trim and prune the fifty-nine Peruvian Pepper trees and six Red Gum Eucalyptus trees that are in the Cooperative Area at least once every six months, upon a written concurrence from RJV for Contract Work. Upon receiving a written concurrence, the Department will provide to RJV a schedule of work days anticipated for the work for RJV's concurrence. The Department will be able to perform the requested work with existing staffing without impacting other services, and will inspect the Cooperative Area landscaping on a monthly or weekly basis. Upon completion of each individual work assignment, the Department will submit to RJV an itemized accounting of actual Contract Work costs incurred by the Department and an invoice for such costs. RJV will reimburse the Department for all costs incurred in performing Contract Work up to a total of \$30,920 per year and not-to-exceed \$61,840 over the term of the Agreement, within 60 days of receiving an invoice.

This Agreement allows the County to operate in a fiscally-responsible and business-like manner, as well as helping to ensure development of a well-planned, balanced, and sustainable county. This Agreement may be terminated, with or without cause, by either party upon 90 calendar days advance written notice.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on March 10, 2021; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on March 30, 2021; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on April 4, 2021.

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Trimming and Pruning Services2
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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 4, 2021



cc: PW/Trans - Walker w/agree
Contractor - C/O PW/Trans w/agree
File - w/agree
CCM 05/6/2021