



**DATE:** May 5, 2026

**TO:** Mayor and City Council

**FROM:** Fire Chief

**SUBJECT:** Adopt a Resolution Authorizing the City Manager to Execute a Service Agreement with Bay Area Tree Specialists for the Fire Department's Vegetation Management Programs through June 30, 2031, in an Amount Not-to-Exceed \$200,000 Annually and \$1,000,000 Total, Contingent Upon the Annual Receipt and Appropriation of Grant Funding to Support the Agreement

### **RECOMMENDATION**

That City Council adopts the attached resolution (Attachment II) authorizing the City Manager to enter into an agreement with Bay Area Tree Specialists for the Hayward Fire Department's (HFD) Vegetation Management Programs through June 30, 2031 in an amount not to exceed \$200,000 annually and \$1,000,000 total. The continuation of this agreement is contingent upon the annual receipt and appropriation of grant funding dedicated to these services. Services offered to the community include the Department's no cost chipping services, Residential Assistance Program (RAP), and as-needed fuel reduction services.

### **SUMMARY**

HFD is seeking to contract with Bay Area Tree Specialists to assist the Department in running its Vegetation Management Program through June 30, 2031. The cost of the contract is to be fully funded by annual grants HFD receives, and will amount to no more than \$200,000 annually, and \$1,000,000 in total. HFD has already been awarded \$215,000 from the Department of Forestry and Fire Prevention (CAL Fire) for the 2026 calendar year to help fund the Vegetation Management Program. Receipt and appropriate of the funds was previously approved by Council via Resolution 26-015.

HFD will seek additional grant funding during the course of the agreement, allowing the program to continue on an annual basis, and will obtain approval from Council to receive and appropriate that funding annually.

## **BACKGROUND**

HFD established a vegetation management program in 2012 to assist residents of Hayward and Fairview with creating defensible space in high-fire hazard areas. The Vegetation Management Program offers a no-cost chipping service for residents who cut and stack their brush and tree limbs to be chipped for their use or hauled away. Since the inception of the program, HFD has received several requests for assistance with cutting and stacking materials from residents unable to perform the required work. In response, HFD implemented a RAP to assist community members unable to perform these tasks due to age, low income, or disability. HFD relies fully on grant funding to sustain this program and anticipates continued support from future local, state, and federal grants. FY26 funding was received from CAL Fire and appropriated via Council Resolution 26-015.

## **DISCUSSION**

In March 2026, HFD conducted RFP# 26-036 to solicit quotes to perform as needed vegetation management services. HFD's Vegetation Management Program consists of on-call tree limb chipping service, residential assistance program for defensible space, and as needed fuel reduction services determined by our annual surveys, complaint inspections, and defensible space projects. HFD received seven responses to the RFP and on April 16, 2026, an award letter was issued to Bay Area Tree Specialist.

With the addition of the grant funding and expanded scope of work associated with the grant project, it is necessary for HFD to enter into a contract with a provider that has a large enough operation to handle the additional volume anticipated with the grant-funded opportunities. At the conclusion of the RFP review, HFD has selected to partner with Bay Area Tree Specialists as the provider to assist with vegetation management related work. The grant has no cost matching obligations and is fully reimbursable through Cal Fire.

Bay Area Tree Specialists was selected due to their extensive resume including successful government and private contracts since their inception in 2004. Additionally, their staff lists a wide range of expertise in critical areas, as well as managing a fleet that can handle the volume of work anticipated in the upcoming year. Bay Area Tree Specialists also provided a clear and concise work plan in partnership with HFD which provided the confidence that they would be both an excellent partner and high-quality provider. In a comparison study, costs were also aligned with similar providers, and with the addition of the grant funding, a feasible option for the City.

## **FISCAL IMPACT**

This contract is fully funded through grants, does not require the use of City budgeted money and will have no impact on the City's funds. These funds will allow HFD to procure supplies and services it would not be able to under this year's operating budget.

## **STRATEGIC ROADMAP**

This initiative supports the Strategic Roadmap priority to “Enhance Community Safety”. In particular, it supports the metric to “Strengthen Emergency Preparedness.”

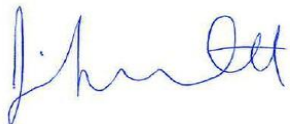
## **NEXT STEPS**

Upon approval of the attached resolution, the City Manager will negotiate and execute an agreement with Bay Area Tree Specialists and staff will commence with scheduling Vegetation Management Program participants.

*Prepared by:* Lauren Dekas, Management Analyst  
Norma Marples, Senior Secretary

*Recommended by:* Ryan Hamre, Fire Chief

Approved by:

A handwritten signature in blue ink, appearing to read "Jennifer Ott".

---

Jennifer Ott, City Manager