

Agenda Report

November 8, 2010

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Public Works

SUBJECT: APPROVAL OF A JOURNAL VOUCHER RECOGNIZING AND APPROPRIATING \$200,000 IN PROPOSITION 40 – URBAN FORESTRY GRANT FUNDS AND AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH DAVEY RESOURCE GROUP IN AN AMOUNT NOT TO EXCEED \$200,000 TO RE-INVENTORY THE STREET TREES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061 (b) (3), the General Rule that CEQA only applies to projects that may have an affect on the environment;
2. Approve a journal voucher recognizing and appropriating \$200,000 in Proposition 40 – Urban Forestry Grant funds to the Public Works Department, Street Tree Administration Operating Budget (account 8114-101-765210-85-95032);
3. Find the proposed contract exempt from the competitive selection process of the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code Section 4.08.049 (B), contracts for which the City's best interest are served; and
4. Authorize the City Manager to enter into a Contract with Davey Resource Group in an amount not to exceed \$200,000 for the re-inventory of the City's Street Tree Canopy; competitive bidding is not required pursuant to City Charter section 1002(H), contracts with other governmental entities or their contractors for labor, material, supplies or services.

BACKGROUND:

In an effort to better manage the City's urban street tree canopy, Urban Forestry staff applied to the State of California Department of Forestry and Fire Protection (Cal Fire) for a Proposition 40 grant in the amount of \$200,000 to complete an Urban Forestry re-inventory of the City's street trees. While the City has an existing, stand-alone tree inventory system, this data needs to be updated, converted and integrated into the City's new Asset Maintenance Management System (AMMS). The AMMS will track service requests, work orders, customer contacts and manage assets for Public Works field operations (e.g. sewers, storm drains, street lights, traffic signals, parks, trees and City buildings) and will also allow better integration with the City's Global Information System (GIS) System .

The grant funds will be used to hire a consultant to conduct visual tree inspections using hand-held GIS devices, which will also assist in updating existing information on each tree such as the tree species, condition, and size. The information from these inspections will be used to update the existing tree inventory, which will then be associated with the work history, call in requests, and existing inventory information that is currently maintained for each tree in the City.

Staff is requesting an exemption to competitive bidding in awarding this contract to Davey Resource Group because of their unique qualifications and experience in conducting tree re-inventories. In researching how other cities inventoried their urban forest, staff found that the City of Palo Alto's inventory and approach to tree management is one of the best in California. Palo Alto employed the services of Davey Resource Group to assist in the conversion of their existing tree inventory. Further, because of the technical nature of the information that is being collected, the grant agreement requires that a certified arborist complete the inventory. City staff could not complete this work because there are too few arborists on staff to collect the data in the time frame allotted by the grant agreement.

In February 2010, the City of Palo Alto, California, undertook a competitive bidding process for the purchase of the same type of re-inventory required by both City of Pasadena and the Cal Fire grant agreement. Davey Resource Group has offered to extend this bid and the associated 2010 pricing agreement to the City of Pasadena at \$3.45 per tree inventoried. Purchasing the requested services from Davey Resource Group is in the City's best interest because it will expedite the process and save the time and cost of preparing an RFP with a limited number of qualified firms.

COUNCIL POLICY CONSIDERATION:

This project supports the City Council three year goal to Improve, Maintain, and Enhance public facilities and infrastructure. This purchase also supports the City of Pasadena's adoption of the United Nations Urban Environmental Accords (UEA) action

11, "tree canopy coverage maintained in more than 50 percent of available planting sites." It also is consistent with the General Plan's Conservation Element Objective 2.4, retention of Pasadena's image and heritage of mature trees and plant life.

ENVIRONMENTAL ANALYSIS:

The request for the appropriation of grant funds to inventory the existing street tree canopy is exempt from CEQA per section 15061 (b)(3), the General Rule. The General Rule can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed actions will not result in any new development or activity that could have a significant effect on the environment. Mapping the City's street trees will assist in the management of one of Pasadena's most valuable natural resources, trees.

FISCAL IMPACT:


The City will receive \$200,000 towards the re-inventory of the City's street trees, to be included in the Public Works Department, Street Tree Administration budget. The City is required to provide a local match of \$200,000 that will come from in-kind staff time and services already in the FY 2010 operating budget.

Respectfully submitted,



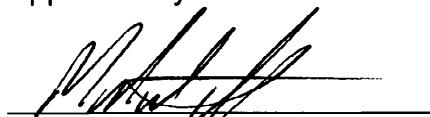
MARTIN PASTUCHA
Director of Public Works

Prepared by:



Darya Barar, Program Coordinator
Forestry Operations, Public Works

Approved by:



MICHAEL J. BECK
City Manager

**Disclosure Pursuant to the
City of Pasadena Taxpayer Protection Amendment
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name: Davey Resource Group, A Division of
The Davey Tree Expert Company

2. Type of Entity:
 non-government nonprofit 501(c)(3), (4), or (6)

3. Name(s) of trustees, directors, partners, officers of Contractor/Organization:

Karl J. Warnke, Chairman, President, and CEO
David E. Adante, Executive Vice President, CFO, and Secretary
Patrick M. Covey, Executive Vice President, Operations
Steven A. Marshall, Executive Vice President, Operations
Howard D. Bowles, Sr. VP and General Manager, Davey Tree Surgery Company
James F. Stief, VP and General Manager, Residential/Commercial Services
George M. Gaumer, VP and General Manager, Commercial/Landscape Services
Fred Johnson, Vice President, Operations Support Services
Gordon L. Ober, Vice President, Personnel Recruiting and Development
Richard A. Ramsey, Vice President and General Manager, Canadian Operations
Nicholas R. Sueic, Vice President and Controller
Joseph R. Paul, Treasurer
Marjorie L. Conner, Assistant Secretary and Counsel

4. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:

Not applicable.

Prepared by: Dana Karcher
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 Date: 11-3-10 A