

Agenda Report

December 8, 2014

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: CONTRACT AWARD TO AMIRA MANAGEMENT FOR CITYWIDE TREE WATERING SERVICES IN AN AMOUNT NOT TO EXCEED \$378,000

RECOMMENDATION:

It is recommended that the City Council:

1. Acknowledge the project (Contract for Tree Watering Service) to be categorically exempt under Section 21084(a) of the California Environmental Quality Act of 1984 in accordance with Article 19, Section 15301 (Class 1), Subsection (h) of the Guidelines (maintenance of existing landscaping) and authorize the City Clerk to file a Notice of Exemption for the project with the Los Angeles County Clerk; and
2. Accept the bid dated August 26, 2014, submitted by Amira Management in response to the Notice Inviting Bids for Citywide tree watering services, and authorize the City Manager to enter into a contract for such work as is required for an amount not to exceed \$378,000 over a three-year period. This contract will have an option of two one-year terms not to exceed an annual amount of \$126,000 or an amount equal to the change in the Consumer Price Index (CPI) for the Los Angeles-Orange-Riverside counties for the preceding 12-month period, renewable at the discretion of the City Manager, for a total contract length of five years.

BACKGROUND:

The City of Pasadena plants an average of 1,000 trees per year and is responsible for maintenance of these trees, which includes tree watering for the first three years after planting. The Department of Public Works waters newly planted trees once every seven days from May through September. Following the November 30/December 1, 2011 windstorm, the City significantly increased the number of tree plantings; The City planted approximately 3,450 trees in the two planting seasons following the windstorm.

Due to the lack of rainfall the past two seasons, tree watering is necessary year-round. To meet the watering needs of the increased number of newly planted trees, the Department of Public Works developed bid specifications for a private contractor to

provide up to 40,000 tree waterings per year. These services will augment the City's workforce, which conducts approximately 100,000 tree waterings annually.

Representatives from the Departments of Human Resource and Public Works met with representatives of the American Federation of State, County and Municipal Employees (AFSCME) to discuss the proposed increase in use of contract services. Following the meeting, AFSCME notified the City that although generally not in favor of contracting out of work performed by City employees, AFSCME does not oppose the Department of Public Works decision to increase this contract.

Over the past two fiscal years, George Salinas Tree Preservation has provided tree watering services at the cost of \$4/tree watered in an amount not to exceed \$74,999. To maintain the established watering practices and obtain the most cost effective water services possible, the Department of Public Works advertised for contract tree watering services to support in-house crews.

On July 31, 2014 a Notice Inviting Bids was published in *The Pasadena Journal* and posted on the City's web page. Following advertising, five bids were received on August 26, 2014, and are as follows:

Bidder – Tree Watering	Annual Amount (\$)
1. Amira Management, Los Angeles	\$120,000
2. BMC Landscape, Westlake Village	\$136,000
3. Alta/Pasa Community Improvement Center, Pasadena ^A	\$140,000
4. George Salinas Tree Preservation, Placentia	\$150,000
5. West Coast Arborist, Anaheim	\$280,000

^A 1% Local Bidder Preference

Amira Management was the lowest responsive bidder that met all of the required specifications. The Department of Public Works recommends that the City Council authorize a contract for an amount not to exceed \$378,000 representing an annual cost of \$126,000 to Amira Management for tree watering. This contract price equates to \$3/tree; a savings of \$1/tree from the current contract. The contract may be extended for a period of up to two additional one-year periods, subject to the approval of the City Manager.

This contract was bid with the requirement to comply with the Pasadena Living Wage Ordinance. However Senate Bill 7 approved by Governor Jerry Brown and filed with Secretary of State on October 13, 2013, which will go in to effect January 1, 2015, requires that all employed on public works projects in the State of California be compensated not less than the general prevailing rate wages as determined by the Director of Industrial Relations. Pay rates associated with the watering contract exceed the prevailing wage requirements therefore there is no change in the value of the contract. The Department of Public Works has been in communication with Amira Management and the vendor is aware of the need to comply with prevailing wage requirements. The Department of Public Works will execute a new contract containing prevailing wage requirements.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goals to improve, maintain and enhance public facilities and infrastructure; support and promote the quality of life and local economy; and ensure public safety.

ENVIRONMENTAL ANALYSIS:

This project is categorically exempt from the provisions of the California Environmental Quality Act of 1984 in accordance with Article 19, Section 15301 (Class 1), Subsection (h) of the Guidelines (maintenance of existing landscaping).

FISCAL IMPACT:

The total cost of this contract is \$378,000 and the total cost of this action will be \$393,000 over three years. Funding for this action exists within the Tree Replacement/Planting - Citywide CIP project (number 78957). It is anticipated that all of the costs will be spent over the next three years or up to five years if the contract options are exercised. Support costs such as contract administration are included in the Department of Public Works, Parks and Natural Resources operating budget. The total contract of \$126,000 may be held constant or be increased by an amount equal to the change in the Consumer Price Index (CPI) for the Los Angeles-Orange-Riverside counties for the preceding 12-month period.

The following table represents a contract summary.

Base Contract	\$360,000
Contingency Amount	\$ 18,000
Contract Administration	\$ 15,000
Total Fiscal Impact	\$393,000

Respectfully submitted,



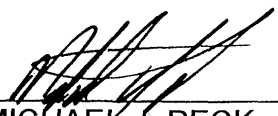
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