

Agenda Report

June 23, 2014

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: CONTRACT AWARD TO INTERNATIONAL ENVIRONMENTAL CORPORATION FOR BRUSH CLEARANCE SERVICES IN AREAS MANAGED BY THE DEPARTMENT OF PUBLIC WORKS FOR AN AMOUNT NOT TO EXCEED \$588,522 AND FOR BRUSH CLEARANCE SERVICES IN AREAS MANAGED BY PASADENA WATER AND POWER FOR AN AMOUNT NOT TO EXCEED \$168,300

RECOMMENDATION:

It is recommended that the City Council:

1. Acknowledge the project (Contracts for Brush Clearance) 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 June 10, 2014, submitted by International Environmental Corporation in response to the Notice Inviting Bids for the Brush Clearance in areas managed by the Department of Public Works, and authorize the City Manager to enter into such contract as is required for an amount not to exceed \$588,522 over a three-year period. This contract will have an option of two one-year terms not to exceed \$196,174 per year, renewable at the discretion of the City Manager, for a total contract length of five years. Consistent with the bid specifications, the escalator factors for the additional years are for the Consumer Price Index (CPI) and/or Living Wage Ordinance (LWO) increase only;
3. Accept the bid dated June 10, 2014, submitted by International Environmental Corporation in response to the Notice Inviting Bids for the Brush Clearance in areas managed by the Pasadena Water and Power, and authorize the City Manager to enter into such contract as is required for an amount not to exceed \$168,300 over a three-year period. This contract will have an option of two one-year terms not to exceed \$56,100 per year, renewable at the discretion of the City Manager, for a total contract length of five years. Consistent with the bid specifications, the escalator factors for the additional years are for the Consumer Price Index (CPI) and/or Living Wage Ordinance (LWO) increase only.

BACKGROUND:

The City of Pasadena manages brush removal in the Arroyo Seco area through an outside contract. Under this service agreement, the contractor removes non-native plants, clears debris on both trails and roads, spreads mulch in specified areas, and abates litter and debris from assigned areas. In an effort to consolidate Citywide brush clearance, this contract has been expanded to include various Pasadena Water and Power properties located in the Arroyo Seco. The City has used contract services to provide this brush clearance service since 1999. Pan American Brush Clearance is the current contract provider since 2009. Mariposa Landscape, Inc. was the contract provider prior to Pan American Brush Clearance from 1999 to 2009.

Most of the properties subject to this brush clearance are hillside areas and clearance is required by the Pasadena and Los Angeles County Fire Departments. Brush removal for fire abatement purposes constitutes approximately 35 percent of the work on Pasadena Water and Power properties and includes the removal of dry brush and weeds around structures. In addition to the Arroyo Seco locations, this contract will service a few properties that are managed by the City Manager's Office, Economic Development Division.

All brush clearance activities will be performed in such a way to sustain the Arroyo Seco's natural environment, and in accordance with the following policy documents: Lower Arroyo Seco Master Plan; Arroyo Seco Design Guidelines; Arroyo Seco Management Plan; and the Tree Protection Ordinance.

On May 22, 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 June 10, 2014, and are as follows:

Bidder – Department of Public Works Areas	Annual Amount (\$)
1. International Environmental Corporation, Panorama City	\$178,340.00
2. Pan American Brush Clearance, Sherman Oaks	\$182,763.00
3. Mariposa Landscape Inc., Irwindale	\$202,286.00
4. Pierre Landscape, Monrovia	\$207,545.00
5. ValleyCrest Landscape Maintenance, San Fernando	\$233,987.00

** Actual contract award includes an annual 10% contingency amount.*

Bidder – Pasadena Water & Power Areas	Annual Amount (\$)
1. International Environmental Corporation, Panorama City	\$51,000.00
2. Pan American Brush Clearance, Sherman Oaks	\$57,600.00
3. Mariposa Landscape Inc., Irwindale	\$63,600.00
4. Pierre Landscape, Monrovia	\$66,000.00
5. ValleyCrest Landscape Maintenance, San Fernando	\$69,300.00

** Actual contract award includes an annual 10% contingency amount.*

Bids were evaluated based on the lowest grand total price. International Environmental Corporation was the lowest responsive bidder that met all of the required specifications for all of the brush clearance area needs.

The Department of Public Works recommends that the City Council authorize a contract for an amount not-to-exceed \$588,522 representing an annual cost of \$196,174 to International Environmental Corporation for brush clearance services in areas managed by the Department of Public Works for three years from the date of execution. Additionally, the Department recommends that City Council authorize a contract for an amount not-to-exceed \$168,300, representing an annual cost of \$56,100 to International Environmental Corporation for brush clearance services in areas managed by Pasadena Water and Power for three years from the date of execution.

Both contracts may be extended for a period of up to two additional one-year periods, totaling an amount not to exceed \$504,548, subject to the approval of the City Manager.

COUNCIL POLICY CONSIDERATION:

This contract is consistent with the City Council's strategic 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 cost of these contracts is \$756,822 and the total cost of this action will be \$781,822. Funding for this action exists within the budgeted appropriations in the Parks and Natural Resources Division Operating Budget (budget accounts 8114-101-765100), Economic Development Operating Budget (8114-101-148140), and Pasadena Water and Power Operating Budget (budget account 8114-402-883000). It is anticipated that all of the costs for these three-year contracts will be spent over the next three fiscal years. There are support costs such as contract administration and site inspections which are already included in the operating budget.

The following tables represent a summary for each contract.

Brush Clearance – Public Works

Base Contract	\$ 535,020
Contingency	\$ 53,502
Contract Administration/ Inspection	\$ 15,000
Total Fiscal Impact	\$603,522

Brush Clearance –
Pasadena Water and Power

Base Contract	\$ 153,000
Contingency	\$ 15,300
Contract Administration/ Inspection	\$ 10,000
Total Fiscal Impact	\$178,300

Respectfully submitted,



SIOBHAN FOSTER
Director of Public Works

Prepared by:



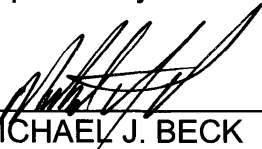
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Concurrence:



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General Manager
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Approved by:



MICHAEL J. BECK
City Manager