

Agenda Report

January 12, 2015

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: CONTRACT AWARD TO A.Y. NURSERY TO FURNISH MATERIALS AND SUPPLIES FOR PLANT MATERIAL IN AN AMOUNT NOT TO EXCEED \$124,252

RECOMMENDATION:

It is recommended that the City Council:

1. Find the purchase of trees in containers 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 November 11, 2014, submitted by A.Y. Nursery in response to the Notice Inviting Bids to Furnish Materials and Supplies for Plant Material, and authorize the City Manager to enter into a contract for such work as required for an amount not to exceed \$124,252. This contract will have an option of two one-year terms not to exceed an annual amount of \$124,252 renewable at the discretion of the City Manager, for a total contract length of three years.

BACKGROUND:

The City of Pasadena has 63,500 street trees that contribute long-term aesthetic, environmental, and economic benefits to the City. In order to maintain this important resource, the Department of Public Works plants approximately 1,000 trees annually.

For the last three fiscal years, the City contracted with A.Y. Nursery to furnish trees in containers. The contract award was competitively bid and did not exceed \$60,000 on an annual basis. To minimize the impacts that the statewide drought has on newly planted trees, the Department of Public Works is planting a greater number of larger sized trees. Larger trees have more established root systems which allow the trees to

more easily draw water and nutrients from the roots, requiring less water from their new environment.

The Department of Public Works prepared specifications for this project in accordance with Section 4.08 of the Pasadena Municipal Code and bids were requested and received. On October 30, 2014, a Notice Inviting Bids was published in *The Pasadena Journal* and posted on the City's web page.

Following advertising and after contacting ten Southern California nurseries, bids were received on November 11, 2014, and are as follows:

<u>Bidder – Trees in Containers</u>	<u>Annual Amount (\$)</u>
1. A.Y. Nursery, Riverside, CA	\$124,252
2. John Deere Landscapes, Cleveland, Ohio	\$150,068

Bids were based on costs associated with the purchase of 55 different tree species in 15-gallon, 24-inch box and 36-inch box container sizes in quantities that may be required throughout the planting season. This allowed the Department of Public Works to assess vendors stocking levels and prices of plant material to meet the City's needs. A.Y. Nursery was the lowest responsive bidder that met all of the required specifications and offered the greatest selection of tree species. A.Y. Nursery is expected to deliver specified tree species in container sizes per City direction throughout the planting season. Trees are inspected by the Department of Public Works upon delivery for health, vigor, and viability.

This one year contract may be extended for up to two additional one-year periods, not to exceed \$124,252 per year subject to the approval of the City Manager.

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.

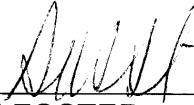
ENVIRONMENTAL ANALYSIS:

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 \$124,252. Funding for this action exists in the Tree Replacement/Planting – Capital Improvement Program project (number 78957). Associated costs such as labor for tree planting are included also included in project number (78957) and on-going maintenance is budgeted in the Parks and Natural Resources operating budget (account 101-765210).

Respectfully submitted,



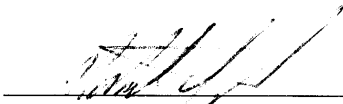
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Director of Public Works

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Approved by:



MICHAEL J. BECK
City Manager