

Agenda Report

January 14, 2019

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: CONTRACT AWARD TO AMERICAN RECLAMATION, INC. FOR GREEN WASTE DISPOSAL FOR AN AMOUNT NOT TO EXCEED \$161,425 FOR UP TO FIVE YEARS

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines in accordance with Article 19, Class 1, Section 15031, Existing Facilities, Subsection (h) which exempts maintenance of existing landscaping; and
2. i) Accept the bid dated December 26, 2018 submitted by American Reclamation, Inc. in response to Notice Inviting Bids for Green Waste Disposal; ii) authorize the City Manager to enter into such contract for an amount not to exceed \$96,855 (which includes a contingency of \$8,805) over a three-year period; and iii) authorize the City Manager to extend the contract for up to two additional one-year terms in the annual amount of \$32,285 (which includes a contingency of \$2,935), subject to the approval of the City Manager, for a maximum contract length of five years and a total contract amount of \$161,425.

BACKGROUND:

The City of Pasadena has a rich tradition of maintaining a vast urban forest, consisting of mature hardwood trees and palm trees that provide both environmental and aesthetic benefits to the City. The Department of Public Works maintains the City's urban forest by providing services such as: tree health assessments, establishing pruning cycles, handling emergency call-outs, bad weather green waste clean-up, tree watering, tree-well maintenance, and tree and stump removals. As a result of these operations, the City generates 550 tons of green waste annually that consists of hardwood clean logs, leaf debris, palm tree and palm frond debris, infested green material, and non-infested

mulch from hardwood trees. To ensure the proper disposal of the green waste material, the City utilizes contract services to clean, reduce, reuse, and recycle the green waste generated through the City's forestry operations.

On November 29, 2018, a Notice Inviting Bids was posted on the City website Planet Bids and was published in the *Pasadena Journal* on December 6, 2018. The City posting generated notices to 400 vendors and was downloaded by 24 vendors; none were local. One response was received by the bid closing date of December 28, 2018, and the bid results are as follows:

<u>Bidder</u>	<u>Amount (\$)</u>
1. American Reclamation, Inc., Los Angeles, CA	\$29,350

American Reclamation, Inc. was the lowest responsive and responsible bidder that met all of the required specifications for green waste disposal. American Reclamation, Inc. is not currently under contract for other work with the City of Pasadena. Staff has confirmed that the contractor's license and Department of Industrial Relations status are in good standing.

The Department of Public Works recommends that the City Council authorize a labor and materials contract with American Reclamation, Inc. for green waste disposal for a three-year period in an amount not to exceed \$96,855 (which includes a 10 percent contingency). The contract may be extended for two additional one-year terms not to exceed \$32,285 annually, with the approval of the City Manager and without further City Council action, for a total cost of \$161,425.

COUNCIL POLICY CONSIDERATION:

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

ENVIRONMENTAL ANALYSIS:

The project is categorically exempt under CEQA pursuant to State CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Class 1, Section 15031, Existing Facilities, Subsection (h), which provides exemptions for the maintenance of existing landscaping, native growth, and water supply reservoirs.

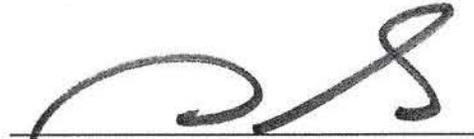
FISCAL IMPACT:

The cost of this contract is \$161,425 and the total cost of this action will be \$96,855. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the Department of Public Works, Parks and Natural Resources Division budget (account 10122043-811400). It is anticipated that \$32,285 will be spent during the current fiscal year. The remainder of the costs will be spent over the next four fiscal years.

The following table represents a contract summary for the first three years.

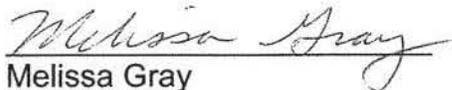
Base Bid	\$88,050
Contingency Allowance	\$ 8,805
Total Fiscal Impact	\$96,855

Respectfully submitted,



ARA MALOYAN, P.E.
Director of Public Works

Prepared by:



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Approved by:



STEVE MERMELL
City Manager