



OFFICE OF THE CITY MANAGER

January 23, 2019

Honorable City Council:

During the regularly scheduled City Council meeting of January 14, 2019, the Department of Public Works recommended that the City Council accept a bid submitted by Mariposa Landscapes, Inc., and authorize the City Manager to enter into a Palm Tree Pruning contract of a maximum length of five years and a total contract amount of \$1,666,000. At that meeting, it was suggested that the specification requirement that bidders possess (own or lease) one 120-foot Boom Lift Truck was excessive, may have inhibited vendors from bidding on the contract and may not be consistent with the practices of other cities.

The Department indicated that such equipment was needed as some of the City's palms reach a height of approximately 110 feet. Staff offered to research the practices of other cities to address concerns raised by the City Council, and their findings are summarized on the attached table.

The Council also sought information about the vendor that prunes trees in connection with utility line clearance. The Department of Water and Power oversees the contract for such work which is currently awarded to Utility Tree Services. Work completed under this contract is performed under the supervision of a Certified Arborist.

Sincerely,

A handwritten signature in black ink, appearing to read "SM", written over a horizontal line.

STEVE MERMELL
City Manager

SM:msg

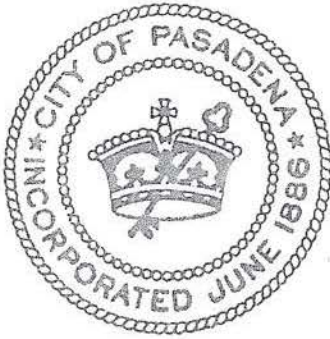
01/28/2019

Item 7

Contract Award to Mariposa Landscapes, Inc., for Palm Tree Pruning for and Amount Not-to-Exceed \$1,666,000
 January 22, 2019

Table 1 – Palm Pruning Contract Spec Comparison

Agency	Vendor	Tallest Palms (ft.) ~	Equipment Required
City of Glendale	WCA	100	120' aerial lift required by contract specification
City of San Marino	Mariposa Landscapes Inc.	90 - 110	100' aerial lift required by contract specification Vendor uses 135 foot aerial lift to perform work on taller palms
City of Santa Monica	WCA	75 - 85	Specification is general; e.g. vendor must have all equipment necessary to perform work safely Vendor uses 95' aerial lift
City of Burbank	Mariposa Landscapes Inc.	100 - 110	Specification is general; e.g. vendor must have all equipment necessary to perform work safely Vendor uses 135 foot aerial lift to perform work on taller palms



Agenda Report

January 14, 2019

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: CONTRACT AWARD TO MARIPOSA LANDSCAPES, INC. FOR PALM TREE PRUNING FOR AN AMOUNT NOT TO EXCEED \$1,666,000

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 28, 2018 submitted by Mariposa Landscapes, Inc. in response to Notice Inviting Bids for Tree Trimming and Tree Maintenance; ii) reject all other bids received; iii) authorize the City Manager to enter into such contract for palm tree pruning for an amount not to exceed \$999,600 (which includes a contingency of \$33,000) over a three-year period; and iv) authorize the City Manager to extend the contract for up to two additional one-year terms in the annual amount of \$333,200 (which includes a contingency of \$11,000), subject to the approval of the City Manager, for a maximum contract length of five years and a total contract amount of \$1,666,000.

BACKGROUND:

The City of Pasadena has a rich tradition of maintaining mature city trees, having been awarded a Tree City USA designation for 28 years and Tree City Growth Award for 18 years. To maintain the City's urban forest, the Department of Public Works created a scheduled pruning cycle for more than 57,000 hardwood trees and nearly 7,200 palm trees to improve the health of the urban forest and provide safe conditions within the City of Pasadena. The City established a two-year pruning cycle to care for the City's palm trees that range between 40 to over 120 feet tall and are located in the public right-of-way, parks, medians, libraries, and other landscaped areas. To implement the

two-year pruning cycle and allow for additional annual pruning along Colorado Boulevard, the Department of Public Works uses both City staff and contracts with outside contractors to prune approximately 3,800 palm trees per year.

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 bid provided bidders with the opportunity to submit proposals to perform work on the City's hardwood trees, palm trees, or submit proposals for both services. The City posting generated notices to 431 vendors and was downloaded by 25 vendors. Four responses were received by the bid closing date of January 7, 2019, and the bid results for palm tree pruning are as follows:

<u>Bidder</u>	<u>Amount (\$)</u>
1. Mariposa Landscapes, Inc., Irwindale, CA	\$322,200
2. United Pacific Services, Inc., Fullerton, CA	\$336,300
3. West Coast Arborists, Inc., Anaheim, CA	\$428,200
4. Thrifty Tree Service, Inc., Tarzana, CA	\$905,850

Mariposa Landscapes, Inc. was the lowest responsive and responsible bidder that met all of the required specifications for palm tree trimming and tree maintenance. Mariposa Landscapes, Inc. is currently under contract for other work with the City of Pasadena and has received contract awards totaling \$196,617 since fiscal year 2016. 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 Mariposa Landscapes, Inc. to perform palm tree trimming services for a three-year period in an amount not to exceed \$999,600 (\$966,600 with a contingency amount of \$33,000). The contract may be extended for two additional one-year terms not to exceed \$333,200 annually, with the approval of the City Manager and without further City Council action, for a total cost of \$1,666,000.

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.

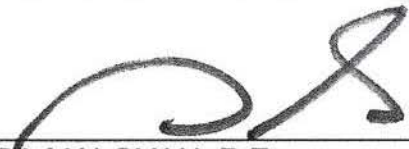
FISCAL IMPACT:

The cost of this contract is \$1,666,000 and the total cost of this action will be \$999,600. 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 (accounts 10122043-811400 and 10122037-811400). It is anticipated that \$333,200 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.

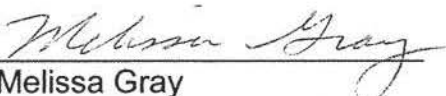
Base Bid	\$966,600
Contingency Allowance	\$ 33,000
Total Fiscal Impact	\$999,600

Respectfully submitted,



ARA MALOYAN, P.E.
Director of Public Works

Prepared by:



Melissa Gray
Management Analyst IV

Approved by:



STEVE MERMELL
City Manager