

Agenda Report

February 10, 2020

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: REJECTION OF BIDS FOR CITYWIDE TREE WATERING

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 15301, Existing Facilities, Subsection (h) which exempts maintenance of existing landscaping; and
2. It is recommended that City Council reject all bids received on December 3, 2019 in response to the Notice Inviting Bids for citywide tree watering for the Department of Public Works.

BACKGROUND:

The Department of Public Works implements the City's Tree Replacement/Planting Program that consists of purchasing, planting, and watering street trees in the City's urban forest. The City plants 650 trees each fiscal year from October to May. The newly planted trees are watered weekly for 40 weeks annually for the first three years from planting.

On December 8, 2014, City Council awarded a three-year with options contract to Amira Management to water up to 1,000 street trees for 40 weeks per year. This contract is set to expire in February 2020. The current pricing is \$3.00 per tree watering.

Due to recent drought conditions and to seek a lower pricing based on a larger volume of service, staff developed bid specifications and increased the watering service from 1,000 to 1,200 street trees weekly. The increase to 1,200 weekly watering ensures that the contractor waters up to 1,200 trees from the prior two planting seasons. Additional weekly watering may be performed by Forestry staff.

On November 1, 2019, a Notice Inviting Bids was posted on the City website Planet Bids and was published in the *Pasadena Journal* on November 7, 2019. The City

posting generated notices to 581 vendors; 38 were Pasadena vendors. A total of 24 vendors downloaded the bid. Two mandatory pre-bid meetings were held on November 13 and November 20, 2019. A total of nine potential bidders attended at least one of the mandatory meetings; none were from Pasadena.

Four responses were received by the bid closing date of December 3, 2019. Two of the four bidders did not comply with the bid specifications and were deemed non-responsive. One bidder retracted their bid, citing that they submitted annual pricing they could not honor if the City awarded them a contract. The bid submittal for the fourth bidder provided annual pricing that was 262% higher than the current annual contract amount, and would adversely impact current Fiscal Year 20 budget allocations.

The rejection of all bids for citywide tree watering services will allow staff to resubmit the bid specification and receive new bid submittals from interested bidders.

COUNCIL POLICY CONSIDERATION:

Rejecting all bids supports City Council's goals maintain fiscal responsibility and stability.

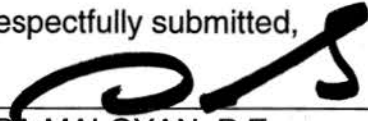
ENVIRONMENTAL ANALYSIS:

There is no environmental impact of this action. The project is categorically exempt under CEQA pursuant to State CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Class 1, Section 15301, Existing Facilities, Subsection (h).

FISCAL IMPACT:

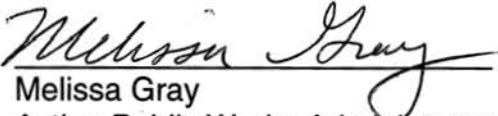
Rejecting all bids will have no fiscal impact.

Respectfully submitted,



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Approved by:



STEVE MERMELL
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