

Agenda Report

January 23, 2017

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: REJECT ALL BIDS FOR CITYWIDE TREE TRIMMING SERVICES AND AUTHORIZE AN INCREASE TO CONTRACT NO. 21,628 IN THE AMOUNT OF \$199,000 FOR TREE TRIMMING SERVICES ON HARDWOOD TREES WITH GEORGE SALINAS TREE PRESERVATION, INC. AND AN INCREASE TO CONTRACT NO. 21,629 IN THE AMOUNT OF \$248,960 FOR TREE TRIMMING SERVICES ON PALM TREES WITH GEORGE SALINAS TREE PRESERVATION, INC.

RECOMMENDATION:

It is recommended that the City Council:

1. Find the project (Contract of Tree Trimming) to be categorically exempt under Section 21084(a) of the California Environmental Quality Act (CEQA) in accordance with Article 19, Section 15301 (Class 1), Subsection (h) of the guidelines (maintenance of existing landscape) and authorize the City Clerk to file a Notice of Exemption for the project with the Los Angeles County Clerk;
2. Reject all bids in response to the October 27, 2016 Notice Inviting Bids for Citywide Tree Trimming Services;
3. Authorize an increase to Contract No. 21,628 for citywide tree trimming services on hardwood street and park trees with George Salinas Tree Preservation, Inc. by \$199,000 for a new not to exceed amount of \$1,249,500 for additional tree trimming needs; and
4. Authorize an increase to Contract No. 21,629 for citywide tree trimming services on palm street and park trees with George Salinas Tree Preservation, Inc. by \$248,960 for a new not to exceed amount of \$881,460 for additional tree trimming needs.

BACKGROUND:

Pasadena is well known for its tree community, having been awarded a Tree City USA designation for 26 years and Tree City Growth Award for 16 years. The Pasadena

urban forest requires tree trimming to ensure the health, safety, and beauty of the trees. Using both City staff and contract services for the trimming of public trees, Pasadena can maintain established pruning cycles for street and park trees that will contribute to the health of the urban forest and mitigate potential hazards for residents, visitors and vehicular traffic within the city.

Pasadena has approximately 61,000 street trees and 2,600 park trees* comprised of the following:

Type	Count
Palm trees	7,700
Young trees (planted within last 7 years)	5,800
Hardwood trees	47,500
Park trees (both hardwood and palm trees)*	2,600
Total	63,600

** Parks trees include trees located at libraries and medians throughout the City of Pasadena and excludes all trees in natural areas of the Arroyo Seco.*

All trees need to be inspected and pruned on a regular basis for safety, aesthetic, and health purposes. Below are the tree trimming cycles for the City's urban forest.

Type	Cycle (years)
Palm trees (street and park*)	2
Hardwood trees (park*) and Ficus trees (street)	3
Fast to moderate growth (street) trees	5
Slow growth (street) trees	7

** Parks trees trimming cycles are scheduled for either two or three years due to safety.*

On November 18, 2013, the City Council awarded two, three-year contracts to George Salinas Tree Preservation, Inc. (GSTP) to provide citywide tree trimming services to 5,200 hardwood street and park trees, and 2,100 palm street and park trees. Each contract included two, one-year contract extensions at the discretion of the City Manager for a maximum contract length of five years for each tree trimming contract. On February 1, 2017, the City will enter into year four of each contract by exercising one of the previously approved contract extensions for both hardwood and palm trees.

In an effort to seek lower pricing based upon a larger volume of service by requesting tree trimming service for 7,200 hardwood street and park trees, and 3,800 palm street and park trees, the Department of Public Works prepared specifications for this operational need in accordance with Section 4.08.045: Bidding-Competitive of the Pasadena Municipal Code. The increase in tree trimming needs is as a result of the following:

- The two-year palm tree trimming cycle is a change from the former three-year cycle in an effort to decrease fallen palm fronds throughout the City. The change was supported by the City Council's adoption of the FY 2017 Operating Budget which included a budget enhancement for a two-year palm tree trimming cycle.
- In an effort to accurately account for trees in City parks, an inventory of park trees was completed by City staff in 2016 and a three-year pruning cycle for park hardwood trees was developed.
- City staff conducted an internal audit of tree maintenance records. Based upon the findings, staff identified the need to increase the number of annual prunes in order to meet established pruning cycles.

On October 27, 2016, the Notice Inviting Bids was published in *The Pasadena Journal*. In addition, the City's Purchasing Division notified vendors registered in the Planet Bid system. In response to this competitive bid opportunity, the City received three responsive proposals. The lowest bidder's pricing is approximately twice the current pricing for this service, and would adversely impact the operation's budget.

The proposed action will allow GSTP, who has provided tree trimming services for eight of the past 11 years, to trim a total of 7,200 hardwood and 3,800 palm trees at current pricing. With this Council action, the Department of Public Works, Parks and Natural Resources Division will complete approximately 14,000 scheduled street and park tree prunes annually using both in-house and contract labor. In addition to tree pruning, the Division is responsible for tree and stump removals, root pruning, tree watering, tree-well maintenance, tree re-staking and stake removals, responding to tree damage, emergency call responses, and pruning that is requested by residents or identified by staff in between pruning cycles.

The Department of Public Works recommends that the City Council increase the not-to-exceed contract amounts to GSTP as follows for years four and five of the tree trimming contracts:

Contract Award Type	November 2013 Council Action		January 2017 Proposed Action		Net Increase	
	Total Contract Value	Annual Cost	Total Contract Value	Annual Cost	Total Contract Value	Annual Cost
Hardwood -Street and Park Trees	\$1,050,500	\$210,100	\$1,249,500	\$309,600	\$199,000	\$99,500
Palm - Street and Park Trees	\$632,500	\$126,500	\$881,460	\$250,980	\$248,960	\$124,480

These contracts fully comply with the Living Wage Ordinances and with the Prevailing Wage Law (Senate Bill 7) per Resolution 9406 adopted by the City Council on December 15, 2014.

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; and ensure public safety.

ENVIRONMENTAL ANALYSIS:

This project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) of 1984 in accordance with Article 19, Section 15301 (Class 1), Subsection (h) of the Guidelines (maintenance of existing landscaping).

FISCAL IMPACT:


Funding for this action exists within the budgeted appropriations in the Department of Public Works, Parks and Natural Resources Division Operating Budget (budget accounts 811400-10122037 and 811400-10122043). It is anticipated that the costs for these contracts will be spent during fiscal years 2017, 2018, and 2019 upon exercising the two, one-year contract extensions.

Respectfully submitted,



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