

# Agenda Report

August 17, 2020

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Parks, Recreation and Community Services  
**SUBJECT: CONTRACT AWARD TO PAN AMERICAN BRUSH CLEARANCE FOR BRUSH CLEARANCE SERVICES**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the project (Contracts for Brush Clearance) is exempt under section 21084(a) of the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines with Article 19, Section 15301 (Class1), 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. i) Accept the bid dated July 11, 2020 submitted by Pan American Brush Clearance in response to the specifications to provide brush clearance, ii) reject all other bids, and iii) authorize the issuance of a labor and materials contract with Pan American Brush Clearance in an amount not to exceed \$543,114 over a three-year period with the option of two one-year extensions in the annual amount of \$181,038, at the discretion of the City Manager, for a maximum total contract length of five years and a total contract amount of \$905,190.

## **BACKGROUND:**

The City of Pasadena manages brush removal in the Arroyo Seco area through an outside contract. Under this service agreement, the contractor removes non-native plants, clears debris from trails and roads, spreads mulch in specified areas, and abates litter and debris from assigned areas. The City has contracted for these services since 1999. Mariposa Landscape, Inc. was the brush clearance contractor from 1999 to 2009. Pan American Brush Clearance has been the contract provider since 2009.

Most of the properties subject to this brush clearance are hillside areas where clearance is required by the Pasadena and Los Angeles County Fire Departments.

All brush clearance activities are performed in such a way to sustain the Arroyo Seco's natural environment, and in accordance with the lower Arroyo Seco Master Plan; Arroyo Seco Design Guidelines; Arroyo Seco Management Plan; and the Tree Protection Ordinance.

On June 17, 2020, a Notice Inviting Bids was published in the Pasadena Journal and posted on the City's website, which generated notices to 606 vendors. Out of the 35 vendors that downloaded the big documents, none were local. The bids solicited were for pricing to provide brush clearance for properties owned or managed by the City of Pasadena. Eight bids were received by the bid closing date of July 14, 2020. The bid result is as follows:

Bidder	Location	Amount (\$)
1. Pan American Brush Clearance	Sherman Oaks, CA	\$ 164,580
2. Greentech Landsape Inc	Whittier, CA	\$ 191,360
3. Quality Sprayers, Inc.	Anaheim, CA	\$ 202,800
4. Greenfield Landscaping & Maintenance, Inc.	Hacienda Heights, CA	\$ 265,200
5. Far East Landscape and Maintenance, Inc.	Van Nuys, CA	\$ 284,918
6. Mariposa Landscapes, Inc.	Irwindale, CA	\$ 305,581
7. NewLife Landcare	Riverside, CA	\$ 486,720
8. West Coast Arborists, Inc.	Anaheim, CA	\$ 530,400

Pan American Brush Clearance is located at 13437 Ventura Blvd, #206, Sherman Oaks, 91423. They have been doing business with the City since 2009. The estimated annual need of \$181,038 is based on the cost for typical brush clearance service and maintenance including contingencies. As the responsive and responsible lowest bidder, staff recommends awarding this purchase order contract to Pan American Brush Clearance for an amount not to exceed \$543,114 for a three-year period with the option of two one-year extensions in the annual amount of \$181,038. The total for the maximum five-year period amounts to \$905,190.

The contract amounts are as follows:

	Year 1 to 3	Year 4 Optional 1st Extension	Year 5 Optional 2nd Extension
Base Bid	\$ 493,740	\$ 164,580	\$ 164,580
Contingency Allowance	\$ 49,374	\$ 16,458	\$ 16,458
"Not to Exceed" Amount	\$ 543,114	\$ 181,038	\$ 181,038
		TOTAL	\$ 905,190

The proposed contract with Pan American Brush Clearance fully complies with the Living Wage Ordinances and with the Prevailing Wage Law (Senate Bill7) per resolution 9406 adopted by the City Council on December 15, 2014.

**COUNCIL POLICY CONSIDERATION:**

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

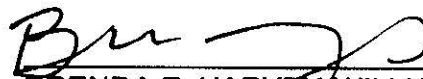
**ENVIRONMENTAL ANALYSIS:**

This project is categorically exempt from the provisions of the California Environmental Quality Act 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 Parks, Recreation, and Community Services Department Operating Budget. It is anticipated that the cost of this contract, up to \$905,190 will be spent over the next five fiscal years.

Respectfully submitted,



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BRENDA E. HARVEY-WILLIAMS, Director  
Parks, Recreation and Community Services

Prepared By:



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Parks, Recreation and Community Services

Approved by:



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STEVE MERMELL  
City Manager