

Agenda Report

September 14, 2020

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: **CONTRACT AWARD TO UNITED PACIFIC SERVICES, INC. FOR CITYWIDE TREE AND STUMP REMOVAL SERVICES FOR AN AMOUNT NOT TO EXCEED \$625,750 FOR 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 15301, Existing Facilities, Subsection (h) which exempts maintenance of existing landscaping; and
2. i) Accept the bid dated August 18, 2020 submitted by United Pacific Services, Inc. in response to Notice Inviting Bids for Citywide Tree and Stump Removal; ii) reject all other bids received; iii) authorize the City Manager to enter into such contract for tree and stump removal services for an amount not to exceed \$375,450 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 125,150, subject to the approval of the City Manager, for a maximum contract length of five years and a total contract amount of \$625,750.

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. With over 65,000 city trees to maintain, the Department of Public Works is also responsible for removing an average of 535 dead, dying, diseased, and hazardous trees each fiscal year. The goal of the Forestry Section is to complete tree and stump removals within 120 days after a public notice is posted on the subject tree, with priorities given to emergency tree and stump removals.

For the last seven years, the City has used private contractors to augment tree and stump removal services performed by City staff. The selected contractor will continue to

supplement city removal services by removing large scale and time intensive trees and stumps that the City is unable to accommodate.

As part of local outreach, the following Pasadena based businesses were notified by Forestry staff and encouraged to download information from PlanetBids related to this bid solicitation. As a result of local outreach, Flintridge Tree Care submitted a proposal in response to the bid specifications. Based on feedback from the other local vendors, most indicated that they did not have sufficient equipment or resources to meet the bid specifications.

- JR Tree and Landscape
- Hector Salas Tree Service
- Lopez Tree Service
- White Valley Tree Service
- Flintridge Tree Care

BID RESULTS:

On July 16, 2020, a Notice Inviting Bids was posted to PlanetBids and was published in the *Pasadena Journal* on July 23, 2020. The City posting generated notices to 630 vendors, 48 of which were Pasadena businesses, and was downloaded by 31 vendors, two of which were Pasadena businesses. Seven responses were received by the bid closing date of August 19, 2020, and the bid results are as follows:

<u>Bidder</u>	<u>Amount (\$)</u>
1. United Pacific Services, Inc., South Gate, CA	\$125,150
2. Flintridge Tree Care, Pasadena, CA	\$180,285
3. West Coast Arborists, Inc., Anaheim, CA	\$202,500
4. Mariposa Tree Management Inc., Irwindale, CA	\$207,500
5. Stay Green, Inc., Santa Clarita, CA	\$404,500
6. International Environmental Corporation, Arleta, CA	\$480,250
7. A Plus, Pleasant Hill, CA	\$504,600

United Pacific Services, Inc. was the lowest responsive and responsible bidder that met the required specifications for tree and stump removal services. United Pacific Services, Inc. has received one contract award from the City of Pasadena totaling \$1,585,500 since fiscal year 2019. 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 United Pacific Services, Inc. to perform citywide tree and stump removal services for a three-year period in an amount not to exceed \$375,450. The contract may be extended for two additional one-year terms not to exceed \$125,150 annually, with the approval of the City Manager and without further City Council action, for a total cost of \$625,750.

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 15301, 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 \$625,750 and the total cost of this action will be \$375,450. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the Department of Public Works, Street Maintenance Division budget (account 10122043-811400). It is anticipated that \$118,304 will be spent during the current fiscal year. The remainder of the costs will be spent over the next four fiscal years.

Respectfully submitted,


for ARA MALOYAN, P.E.
Director of Public Works

Prepared by:


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Approved by:


STEVE MERMELL
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