

Agenda Report

December 6, 2021

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: CONTRACT AWARD TO FS CONTRACTORS, INC. FOR CITYWIDE TREE PLANTING SERVICES FOR A GRAND TOTAL AMOUNT NOT TO EXCEED \$1,679,040, FOR UP TO SIX YEARS

RECOMMENDATION:

It is recommended that the City Council:

1. Find the project (Citywide Tree Planting Services) 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
2. a) Accept the bid dated October 5, 2021 submitted by FS Contractors, Inc. in response to project specifications for citywide tree planting; b) reject all other bids received; c) authorize the City Manager to enter into a four-year contract not to exceed \$1,119,360, which includes the base contract amount of \$1,017,600 and a contingency of \$101,760 to provide for any necessary change orders; and d) authorize the City Manager to extend the contract for up to two additional one-year terms not to exceed an annual amount of \$279,840 per year (including contingency amount of \$25,440), subject to the approval of the City Manager, for a maximum total contract amount of \$1,679,040 over a maximum contract length of six years inclusive of consumer price index increases.

BACKGROUND:

The City of Pasadena's Tree Replacement/Planting Program consists of purchasing, planting, and watering street trees in the City's urban forest. In an effort to replenish the City's street tree vacancies, trees are planted annually from October through May. Over the last two years, the Department of Public Works has planted over 500 trees annually. City's past practice is to replace trees with 15 gallon trees. In order to more fully promote tree health and survivability, staff is now proposing to replace trees with larger trees 24 inch box trees as part of this proposed contract. Since 24 inch box trees are

Citywide Tree Planting Services Award for FS Contractors, Inc.

December 6, 2021

Page 2 of 4

more expensive, staff expects to plant approximately 300 trees annually within the available budget. In addition to planting, this contract also requires watering and maintaining of the planted trees until they're established.

During each planting season, the new tree planting contractor will be responsible for the following:

- Watering all newly planted trees weekly;
- Tree Maintenance (weekly, and as needed) including re-staking;
- Replacement and replanting should the tree not survive

On September 15, 2021, the Notice Inviting Bids for Furnish and Deliver Citywide Tree Planting was published in local papers as well as posted on PlanetBids. The posting generated notices to all vendors who have previously registered with the City for this particular commodity class. A total of 23 vendors downloaded the Specification of which one was local. A total of five bids were received by the bid opening date, October 5, 2021, none from local firms. Staff confirmed the one local vendor that downloaded the Specifications did not meet the sufficient bond requirements.

<u>Bidder</u>	<u>Amount (\$)</u>
FS Contractors, Inc., Sylmar, CA	\$254,400
Mariposa Landscapes, Inc., Irwindale, CA	\$258,360
West Coast Arborists, Inc., Anaheim, CA	\$274,680
B&B Nurseries, Inc., Riverside, CA	\$342,058
Kormex Construction, Inc., Ontario, CA	Withdraw

FS Contractors, Inc. was the lowest responsible and responsive bidder that met all of the required specifications for citywide tree planting services. FS Contractors, Inc. is a multi-disciplined company that includes construction and landscaping maintenance services. Since 2016, FS Contractors, Inc. has received contract awards from Pasadena totaling \$2,806,717 for various concrete improvement, sidewalk repair, and curb improvement projects citywide.

Staff has confirmed that the contractor's license and Department of Industrial Relations status are in good standing. Staff also contacted references provided by FS Contractors, Inc and received favorable and positive feedback regarding their tree planting services. FS Contractors, Inc. has worked with Conejo Recreation & Parks District, City of El Monte, and William Hart Union High School District for landscaping work.

The contract amounts will be set as follows:

	Year 1 to 4	Year 5 Optional 1 st Extension	Year 6 Optional 2 nd Extension
Base Bid	\$1,017,600	\$ 254,400	\$ 254,400
Contingency Allowance	<u>\$ 101,760</u>	<u>\$ 25,440</u>	<u>\$ 25,440</u>
	\$1,119,360	\$ 279,840	\$ 279,840
			TOTAL <u>\$1,679,040</u>

It is recommended that the City Council authorize the City Manager to enter a four year contract for an amount not-to-exceed \$1,119,360 (\$1,017,600 with a 10% contingency amount of \$101,760) with FS Contractors, Inc. for citywide tree planting services from the date of execution of the contract by the City. The contract may be extended for two additional one-year terms not to exceed \$279,840 annually, with the approval of the City Manager and without further City Council action, totaling an amount not-to-exceed \$1,679,040 through the maximum contract length of six years.

The contingency allowance is to cover any unforeseen circumstances, increase in number of trees to be planted, and Consumer Price Index adjustments.

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") in accordance with Article 19, Section 15301 (Class 1), Subsection (h) of the Guidelines (maintenance of existing landscaping).

FISCAL IMPACT:

The total cost of this contract is \$1,679,040 and the total cost of this action will be \$1,119,360. Funding for this action will be addressed by the utilization of budgeted appropriations in the *Tree Replacement/Planting Citywide – FY 2017-2021 (78958)* CIP project and existing in the Department of Public Works, Street Maintenance Division budget (account 10122090-811400). It is anticipated that \$279,840 will be spent during the current fiscal year. The remainder of the costs will be spent over the next five fiscal years.

Respectfully submitted:



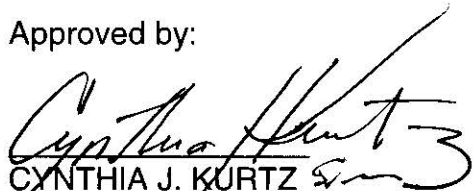
TONY OLMOS, P.E.
Director of Public Works

Prepared by:



Eric Mirzaian
Public Works Administrator - Street
Maintenance

Approved by:



CYNTHIA J. KURTZ
Interim City Manager