

Agenda Report

December 5, 2022

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: CONTRACT AWARD TO A. Y. NURSERY, INC. FOR PURCHASE OF TREES FOR AN AMOUNT NOT-TO-EXCEED \$411,250 FOR UP TO FIVE YEARS

RECOMMENDATION:

It is recommended that the City Council:

1. Find the project (Contract of Trees for Planting) is categorically exempt from the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Article 19, Section 15301 (Class 1), and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances; and
2. Accept the bid dated September 7, 2022 submitted by A.Y. Nursery Inc. in response to project specifications for Trees for Planting; reject all other bids; and authorize the City Manager to enter into a three-year contract not-to-exceed \$246,750 (which includes a \$22,434 contingency) for the first three years, with the option for two additional one-year extensions, in an annual amount not-to-exceed \$82,250 (which includes a \$7,478 contingency) at the discretion of the City Manager, for a maximum total contract length of five years and a grand total contract amount of \$411,250.

BACKGROUND:

The City of Pasadena's tree replacement and planting operation 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. This proposed contract is for the purchase of trees only. Staff expects to purchase up to 400 trees annually within the available budget through this contract. The City has a separate contract with FS Construction for the planting of the purchased trees. That contract was awarded by the City Council at its December 6, 2021 meeting.

On August 11, 2022, a Notice Inviting Bids was 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 21 vendors downloaded the Specifications, one of which was local. A total of two bids were received by the bid opening date, none were local. City staff reached out to 35 registered local vendors to notify them of this bid opportunity. The bid results are as follows:

Bidder	Amount (\$)
1. A.Y. Nursery Inc., Riverside, CA	\$ 46,360
2. Sakaida Nursey Inc, Rosemead, CA	non-responsive

Sakaida Nursery Inc.'s bid was deemed non-responsive as their tree stock was of lower quality when compared to other 24-inch box trees. Based on growth, canopy structure, and development, the trees appeared to have a lower survivability ratio. The vendor also does not have sufficient stock to ensure delivery as required.

A.Y. Nursery Inc. was the lowest responsible and responsive bidder that met all the required specifications for the 24-inch box trees. Since FY 2016, A.Y. Nursery Inc. has received contract awards totaling \$362,637 and is currently not under contract with the City of Pasadena. The vendor has previously provided quality stock and has sufficient inventory to meet delivery schedules as needed.

The contract amounts will be set as follows to procure the number of trees necessary for the upcoming planting seasons:

	Year 1 to 3	Year 4 Optional Extension	Year 5 Optional Extension
Base Bid	\$ 224,316	\$ 74,772	\$ 74,772
Contingency Allowance	<u>\$ 22,434</u>	<u>\$ 7,478</u>	<u>\$ 7,478</u>
	\$ 246,750	\$ 82,250	\$ 82,250

Total Contract: \$411,250

The contingency allowance will allow for any change orders 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), Existing Facilities. Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Subsection 15301(h) of the Guidelines specifically includes maintenance of existing landscaping in this exemption class. The subject agreement would provide for the replacement, planting, and maintenance of trees within the City's existing streets and other facilities. No expansion of use would occur. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

FISCAL IMPACT:

The cost of this contract is \$246,750 and the total cost of this action is \$411,250. Funding for this action will be addressed by the utilization of existing and future budgeted appropriations in *Tree Replacement / Planting FY 23-27 (78959)* Project in the Capital Improvement Program Budget.

Respectfully submitted:



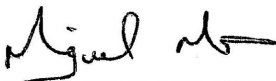
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