

Agenda Report

January 9, 2023

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: REJECTION OF BIDS FOR CITYWIDE TREE AND STUMP REMOVAL SERVICES

RECOMMENDATION:

It is recommended that the City Council:

1. Find the project (Contract for Citywide Tree and Stump Removal) 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. Reject all bids received on August 4, 2022 in response to the Notice Inviting Bids for Citywide Tree and Stump Removal Services.

BACKGROUND:

The City of Pasadena has a rich tradition of maintaining mature city trees, having been awarded a Tree City USA designation for 32 years and Tree City Growth Award for 22 years. With approximately 64,000 city trees to maintain, the Department of Public Works is also responsible for removing dead, dying, diseased, and hazardous trees. The goal of the Street Tree Administration section is to complete tree and stump removals within 120 days after a public tree notice is posted on the subject tree, with priority removal given to trees and stumps that warrant an emergency or hazardous condition.

On June 29, 2022, a Notice Inviting Bids to Furnish and Deliver Citywide Tree and Stump Removal was posted on Planet Bids and was published in the Pasadena Journal and Pasadena Press on July 7, 2022. The City's posting generated notices to all vendors who have previously registered with the City for this commodity class. A total of 23 vendors downloaded the specifications of which one was local, and six bids were received by the bid opening date of August 4, 2022. One vendor submitted a partial bid and was deemed non-responsive per the specifications.

Upon review of the bids received, staff determined a need to reevaluate the scope of work identified in the Notice Inviting Bids; specifically evaluating the bid amounts in relation to the estimated quantity of removals. Thus, it is in the City's best interest to reject the current bids received and return to City Council to award a contract based on revised bid specifications.

In the interim, the Department of Public Works entered into an interim purchase order with West Coast Arborists, under the City Manager's procurement authority, to temporarily provide tree removal services for the City until the new bids are received and a subsequent contract is awarded. Public Works staff has identified trees that are pending removal based on health and safety reasons and thus the need for a temporary purchase order to expedite those removals until a formal contract is awarded.

COUNCIL POLICY CONSIDERATION:

The proposed action is consistent with the City Council Strategic Planning Goals to maintain fiscal responsibility and stability.

ENVIRONMENTAL ANALYSIS:

There is no environmental impact in the recommended action.

FISCAL IMPACT:

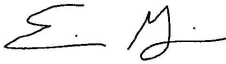
There is no fiscal impact as a result of this action.

Respectfully submitted:



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Approved by:



MIGUEL MÁRQUEZ
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