

Agenda Report

May 15, 2023

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH BEECASSO LIVE BEE REMOVAL INC. FOR STINGING INSECT AND LIVE BEE REMOVAL IN AN AMOUNT NOT-TO-EXCEED \$365,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3) (common sense exemption); and
2. Authorize the City Manager to enter into a contract, as the result of a competitive selection process specified by Section 4.08.047 of the Pasadena Municipal Code, with Beecasso Live Bee Removal Inc. (Beecasso) for Stinging Insect Removal for a three-year contract not-to-exceed \$219,000; and authorize the City Manager to extend the contract for up to two additional one-year terms not-to-exceed an annual amount of \$73,000 per year, subject to the approval of the City Manager, for a maximum total contract amount of \$365,000 over a maximum contract length of five years. Competitive Bidding is not required pursuant to the City Charter Section 1002(F) for contracts for professional services.

BACKGROUND:

The Department of Public Works (PW) in conjunction with the departments of Water and Power (PWP) and Parks, Recreation and Community Services (PRCS) developed a Request for Proposal (RFP) to find a qualified contractor to identify and responsibly remove through live relocations, deterrence, or termination of stinging insects (e.g., bees, wasps, hornets) from various public locations. Public locations include but are not limited to public right-of-way, parks, fences, streetlights, facilities, utility poles, and utility meter boxes. In developing the RFP language, City staff researched and interviewed members of the Los Angeles County Beekeepers Association and the Los Angeles County Agricultural Commissioner for live bee removal services and practices.

While staff developed the formal RFP, PW conducted an informal solicitation to place a qualified contractor on a month-to-month contract to perform both live bee and stinging insect removals until June 30, 2023. Beecasso was selected as the lowest and responsive bidder for the informal solicitation.

On October 14, 2022, an RFP was advertised and posted in Planet Bids with a due date of November 7, 2022. During the advertisement, over 116 vendors were notified, six of which are local. The RFP was also sent by PW staff to the Los Angeles County Beekeepers Association, which represents four organizations throughout the Southern California region, and to apiaries registered with the Los Angeles County Agricultural Commissioner for consideration.

By the proposal due date, a total of two proposals were received, one was local. Although the Pasadena business submitted a total price through Planet Bids, a full proposal was not submitted for evaluation and review. The final proposal was evaluated by staff from the departments of PW, PRCS, and PWP. The evaluation criteria is as follows:

Criteria	Points
Proposed Solution	50
Experience	20
Cost Proposal	20
Local Pasadena Business	5
Small or Micro-Business	5
Total	100

The table below provides the average total score received by each company:

Company	Location	Score
Beecasso Live Bee Removal Inc.	Redondo Beach, CA	86
Bee Specialist	Pasadena, CA	Non-Responsive

The proposal submitted by Beecasso was rated highest based on the firm's overall responsiveness to the RFP, ability to provide the services required, proposed solution, and price. As Beecasso was selected for the month-to-month contract, the formal contract award was delayed to allow staff to monitor and evaluate the work performance of Beecasso. The vendor has demonstrated that they are able to provide the work and the necessary equipment to fulfill the scope of work needed for the formal contract award.

Beecasso has provided stinging insect and live bee removal services to the City since FY 2023. Based upon the score listed above, staff recommends award of the contract to Beecasso for three years with an option for two, one-year extension periods, renewable at the discretion of the City Manager.

The contract will be set out as follows:

	Year 1 to 3	Year 4 1 st Option	Year 5 2 nd Option
PW	\$105,000	\$35,000	\$35,000
PRCS	\$42,000	\$14,000	\$14,000
PWP	\$72,000	\$24,000	\$24,000
Total	\$219,000	\$73,000	\$73,000

COUNCIL POLICY CONSIDERATION:

This proposed action is consistent with the City Council's goals to maintain fiscal responsibility and stability, as well as to ensure public safety.

ENVIRONMENTAL ANALYSIS:

These actions have been determined to be categorically exempt under the CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Section 15061(b)(3), the commonsense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Here, the activity is routine control of stinging insects, does not involve the alteration of any structures, and therefore has no possibility to cause a significant effect on the environment. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

FISCAL IMPACT:

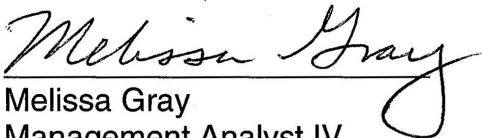
The total cost of this action is \$365,000 over a period of five years. Funding for this action will be addressed by utilizing existing and future General Fund and Non-General Fund operating budgets appropriations within the departments of PW, PRCS, and PWP.

Respectfully submitted,



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Director of Public Works

Prepared by:



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Approved by:



MIGUEL MÁRQUEZ
City Manager

Attachment A – Stinging Insect Removal Evaluation Summary