



## CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

### **AGENDA ITEM**

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Report: Urban Forestry Grant Tree Planting and Maintenance Program Contract Increases

1. Resolution dispensing with competitive bidding and authorizing the City Manager, or a designee, to amend contract 8000974 for City Tree Services, with West Coast Arborists, Inc. (WCA) increasing the contract amount by \$4,271,660 to a new total amount of \$11,577,660, for the purpose of meeting recommended tree planting and maintenance goals, pruning palm trees, planting and caring for 500 trees as part of the reimbursable California Department of Forestry and Fire Protection (Cal Fire) Urban Forestry grant and planting 750 trees as part of the reimbursable California Department of Transportation (Caltrans) Clean California grant subject to budget approval in FY 2023-24, FY 2024-25 and FY 2025-26.
2. Resolution authorizing the Director of Public Works or his designee to execute a Clean California grant agreement with the California Department of Transportation (Caltrans) for the City of Glendale's 'Southeast Glendale Greening' project to plant 750 trees.
3. Resolution of appropriation for grant funded tree planting and maintenance.

### **COUNCIL ACTION**

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**Item Type:** Action Item

**Approved for** September 27, 2022 **calendar**

### **EXECUTIVE SUMMARY**

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The Department of Public Works and its contractors prune City street palm trees on an annual basis. After receiving several staff reports on the state of the City's urban forest, the City Council authorized budget appropriations for tree planting and maintenance as part of the FY 2022-23 annual budget. Additionally, the Council authorized staff to pursue grant funding for additional tree planting and maintenance services. A resolution dispensing with competitive bidding and authorizing an amendment to contract 8000974 with WCA is needed to spend these additional funds on tree planting and maintenance via the City's current City Tree Services Contract. Additionally, a resolution authorizing the execution of a grant agreement with Caltrans is needed for the City to receive grant funds for the planting of 750 trees. Lastly, a resolution of appropriation is needed to appropriate Cal Fire grant funds for tree planting and maintenance services.

## **COUNCIL PRIORITIES**

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**Environmental Stewardship:** These programs will plant 1,250 additional street and park trees, helping the City increase its tree canopy towards the 25% coverage goal. A large, healthy urban forest is a critical component of a sustainable community due to trees' positive impact on health, pollution reduction, and water savings.

**Mobility/Connectivity/Safety:** Shade from trees encourages use of public sidewalks, and trees help to calm traffic, assisting with Vision Zero efforts.

**Infrastructure:** Trees are the only form of public infrastructure that increase in value over time.

## **RECOMMENDATION**

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That the City Council approve the resolutions to begin grant activities, and dispense with competitive bidding and increase the City Tree Services contract for increased tree planting, tree maintenance and palm pruning.

## **BACKGROUND**

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The Glendale Public Works Department is responsible for the maintenance of the City's street trees and Parks trees. This maintenance is performed with a strategic combination of in-house resources and a City Tree Services contract. On May 12, 2020, following a Request for Proposals (RFP) process, the City Council approved a resolution dispensing with competitive bidding and authorizing execution of a six-year contract with WCA for \$7,056,000, for tree maintenance services. WCA has provided tree maintenance services for the city for 20 years.

In March 2022, the City Council authorized an increase in the City Tree Services Contract of \$250,000 to \$7,306,000 for the use of Measure S funds to plant trees in conjunction with a project to mitigate the heat island effect. During the 22-23 budget process, Council approved a further \$760,600 in funds dedicated to increased planting, watering, and maintenance, in line with the goal to reach 25% tree canopy citywide. The City Tree Services contract has not yet been amended to spend these new funds.

### ***Palm Tree Pruning***

In 2017, GWP began to fund increased frequency for palm tree pruning. Prior to 2017, these trees were pruned on a 3-year cycle; however, due to the dangers posed by palm fronds to nearby power lines, GWP has provided \$200,000 in yearly funding for the majority of these trees to be trimmed annually.

This cost of contractual palm pruning unit prices increased from \$59 to \$89 per tree in the 2020 contract, in a large part due to State prevailing wage increases. As a result, in the FY 2022-23 budget, the appropriation from GWP for palm tree pruning was increased from \$200,000 to \$300,000. However, in order to spend this additional

funding, the City Tree Services Contract needs to be amended.

### ***Cal Fire Grant***

On November 16, 2021, the City Council approved a Resolution authorizing the Director of Public Works or his designee to submit an application for funding from the Urban and Community Grant Program of CalFire for the planting and care of 500 new trees in South Glendale. The City was awarded the grant, and a reimbursable appropriation is now needed to begin grant-related tree plantings and watering.

### ***Caltrans Grant***

On February 1, 2022, the Departments of Public Works and Community Services and Parks submitted a grant application for funding the planting of 750 trees from Caltrans' Clean California program. On March 1, 2022, the City was awarded this grant worth \$320,000 of which \$27,500 is a City match requirement. A Resolution is now required to authorize the Director of Public Works or his designee to partake in the awarded grant. Reimbursable funding will be requested for FY 2023-24 as grant activities are expected to commence this year.

### ***Increased Planting and Maintenance Activities***

As part of the three Council presentations on the State of the Urban Forest, Public Works described tree maintenance budgetary shortfalls and a decrease in overall tree canopy over the past decade. As part the FY 2021-22 budget, Council approved \$250,000 in Measure S funding towards planting 600 new trees. On March 1, 2022, the City Council approved a tree maintenance contract increase to access that planting funding, and approved a resolution setting the citywide tree canopy coverage goal at 25%. As part of the FY 2022-23 budget, \$760,600 was appropriated towards this end. Another contract increase is now needed to access that funding. Additionally, the proposed contract increase provides an additional \$760,600 annually for the following three years if the City Council elects to continue annual Measure S funding for this program.

## **ANALYSIS**

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### ***Palm Tree Pruning***

The Public Works Department is responsible for the maintenance of its 5,054 City street palm trees. Due to the trees' height, palm pruning is time consuming work that often requires equipment which the City does not own. For these reasons, the City has traditionally used contractors for the majority of its palm pruning. City arborists do routinely prune young palm trees and endeavor to replace palm trees with shade trees whenever possible.

With current available funding provided by GWP, Public Works can prune 2,247 of these trees annually. With the recommended contract increase enabling Public Works to access appropriated funds, 3,370 palms can be pruned annually. This quantity of palm pruning would equal the amount performed under the previous contracts going back to 2017, and focuses on the areas with dense populations of palm trees. The remaining palms would continue to be maintained with City crews as necessary in

response to service requests or on the standard Citywide grid tree maintenance schedule of every six years.

Pruning palms annually reduces the dangers posed by falling fronds during wind events, as fronds are heavy and typically have sharp barbs along the stem. Palms naturally drop fronds and grow new fronds annually, as well as dropping significant quantities of fruit. Pruning palms also reduces City staff worktime, as Public Works responds to calls of fallen fronds Citywide as part of its services to the public.

### ***Cal Fire Grant***

Cal Fire Urban and Community Forestry grants are highly technical and competitive opportunities, open to municipalities and nonprofits statewide, and the City of Glendale was one of the few grant awardees. The award allows the City to plant drought-tolerant trees to most effectively reduce greenhouse gases. The City is required to meet strict grant criteria on planting locations, tree types, and costs. Staff will determine the impact of the entire project by calculating the benefits of the new trees using State-provided formulas, factoring the various planting locations, and subtracting any emissions caused by project activity. The grant forbids regular planting efforts from being supplanted by this project.

Trees must be planted in California EPA-defined 'Disadvantaged Communities. These are communities within census tracts that are disproportionately impacted by pollution as compared to the rest of the state, or are populated with households at or below 80% of the statewide median income, or both. In Glendale, these tracts align nearly entirely with our lowest-canopied areas. The project area is thus all of Glendale south of and adjacent to the SR-134 freeway, and neighborhoods adjacent to the I-5 freeway. Public Works staff estimates there are over 3,500 vacant eligible planting locations within this project area, and according to the California EPA, 117,000 residents live within these areas.

The Public Works' project, titled 'Greening South Glendale,' will plant 500 trees within these areas in the winter of 2022-2023. Importantly, this grant also funds tree watering for the first three years following planting and informational tree tags and brochures regarding tree benefits and care, to be sent to each address receiving a tree.

The tree planning and tree watering work will be performed by WCA. Based on current contract rates, planting 500 trees at the 15-gallon size will cost \$90,000. Watering these trees for three years will cost \$437,760. An additional \$9,000 will be set aside for replacing up to 50 trees that don't survive the initial three years.

In addition, the grant funds supplies, which will consist of green watering bags and City Graphics Department-produced educational brochures and weather-resistant tree tags. These bags will cost \$11,135, and the educational material will cost \$500. Indirect costs to the City will be covered up to 12% of the total grant amount or up to \$64,667.40.

Finally, the project requires tree maintenance to be performed annually on each new tree, and twice-yearly reporting on progress and benefits. These aspects of the project will be performed by Public Works staff. Over the course of the 3-year project, we estimate this will amount to 1,900 hours, with 400 of those being dedicated to project management, reporting, and inspections, and 1,500 hours dedicated specifically to young tree maintenance. This will be performed in tandem with regular, non-project maintenance, and is not expected to adversely impact Public Works' operations. This staff time amounts to billable rates totaling \$196,100. A table summarizing these quantities over the course of the 3-year project is included below.

<b>Table 1: Total Cal Fire Grant Related Costs</b>				
	<b>Unit Cost</b>	<b>Quantity</b>	<b>Total Amount</b>	<b>Funding Type</b>
Trees	\$180.00/tree	500 trees	\$90,000	Direct
Watering	\$3,040/week	144 weeks	\$437,760	Direct
Watering bags	\$22.27/bag	500	\$11,135	Direct
Required replacement trees	\$180.00/tree	50 trees	\$9,000	Matching
Educational collateral	\$0.50/brochure or tag	1000	\$500	Matching
Staff time	Varies	1900 hours	\$196,100	Matching
Indirect City costs = 12% of all direct costs	N/A	N/A	\$64,667.40	Indirect
<b>Total</b>			<b>\$809,162.40</b>	

The annual breakdown of Cal Fire direct funded costs and activities and the educational collateral costs are indicated in Table 2 below.

<b>Table 2: Direct Funded Grant Costs and Educational Collateral Costs Per Fiscal Year</b>				
<b>Grant Activity</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>2025-2026</b>
Tree planting, 15-gallon size (WCA unit price \$180/tree)	\$90,000.00	\$0,000.00	\$0.00	\$0.00
Tree watering (WCA unit price \$760 per 125 trees)	\$79,040.00	\$158,080.00	\$158,080.00	\$42,560.00
Tree watering bags	\$11,135.00	\$0.00	\$0.00	\$0.00
Educational collateral	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$180,175.00</b>	<b>\$158,080.00</b>	<b>\$158,080.00</b>	<b>\$42,560.00</b>
<b>Plus 12% indirect costs</b>	<b>\$21,621.00</b>	<b>\$18,969.60</b>	<b>\$18,969.60</b>	<b>\$5,107.20</b>

If approved, the first work charged to this grant will begin in October 2022, with public outreach and specific tree site selection.

### **Caltrans Grant**

The Caltrans Clean California grant program is another competitive program, open to agencies statewide. The Public Works and Community Services and Parks departments worked together on this successful grant application.

Like the Cal Fire grant, trees must be planted in California EPA-defined ‘Disadvantaged Communities.’ For this project, Public Works selected four census tracts to focus planting efforts due to their low canopy coverage and high quantity of vacant planting locations. These census tracts are 3021.03, 3021.04, 3022.02, and 3025.03. These four generally encompass an area bounded by Brand Blvd in the west, Windsor Street to the south, Broadway to the north, and the SR-134 and SR-2 freeways in the east. 750 trees total will be planted as part of this project.

<b>Table 3: Caltrans Clean California Project Census Tracts</b>	
<b>Census Tract</b>	<b>Current Canopy Coverage</b>
3021.03	16.7%
3021.04	17.3%
3022.02	16.7%
3025.03	18.3%

Public Works titled this project ‘Southeast Glendale Greening’ and aims to begin planting within parks and along streets in the winter of 2023-2024. Unlike the Cal Fire grant, the Caltrans grant does not fund tree establishment watering, young tree maintenance, or outreach. However, grant funding of this large quantity of trees at 24” box size is a rare opportunity, and Public Works will perform young tree maintenance on an annual basis as with any other newly planted trees. Public Works will utilize a mix of staff and contractor services to perform establishment watering for these trees, using existing funding.

Based on current contract rates, planting 750 trees at the larger 24-gallon size will cost \$292,500. This planting will be performed by WCA.

The project requires matching staff time during the site selection stage amounting to \$27,500 which will be covered by existing appropriations. A table summarizing these quantities over the course of the project is included below. Direct funding is reimbursable to the City upon approval of progress reports.

<b>Table 4: Clean California Grant Costs</b>				
	<b>Unit Cost</b>	<b>Quantity</b>	<b>Total Amount</b>	<b>Funding Type</b>
Trees	\$390.00/tree	750 trees	\$292,500.00	Direct
Staff time	Varies	230 hours	\$27,500.00	Matching
<b>Total</b>			<b>\$320,000.00</b>	

The annual breakdown of grant direct funded costs and activities is indicated in Table 5 below.

<b>Table 5: Grant Costs Per Fiscal Year, Clean California</b>			
<b>Grant Activity</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
Tree planting, 24-box size (WCA unit price \$390/tree)	\$0.00	\$292,500.00	\$0.00
Staff time (Matching	\$0.00	\$27,500.00	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$320,000.00</b>	<b>\$0.00</b>

Staff will request funding as part of the FY 2023-24 Annual Budget for these grant funded tree plantings. The work is expected to begin in August 2023, with public outreach and specific tree site selection.

### ***Increased Planting and Maintenance Activities***

Council approved funding of \$760,600 from Measure S as part of the FY 2022-23 budget, which will be spent through the tree maintenance contract with WCA. Public Works intends to request this same level of funding for the three remaining contract years, in fiscal years 2023-24, 2024-25, and 2025-26. As described in three previous Council reports, this level of funding is required to return tree maintenance to previous levels of service, which will improve tree health and reduce tree removals. It will also fund planting and watering of 450 trees per year, outside of grant funded tree plantings, which helps the City meet grant requirements to continue its normal planting activities. As such, Public Works is requesting to increase the overall contract amount by \$3,042,400 in preparation for these future years of increased tree planting and watering, as well as the return to previous levels of tree maintenance. In the future, if the City Council elects not to appropriate this annual funding, then the contract amount with WCA will not be increased.

In sum, Public Works is requesting increases to the West Coast Arborists contract for the following:

<b>Purpose</b>	<b>Funding Source</b>	<b>Duration of Project</b>	<b>Amount</b>
Palm pruning	GWP	4 years	\$400,000
Cal Fire granted planting, watering, and maintenance	State grant	3 years	\$536,760
Cal Trans granted planting	State grant	1 year	\$292,500
Improved planting, watering and maintenance activities	City	4 years	\$3,042,400
<b>Total</b>			<b>\$4,271,660</b>

<b>Project Description:</b>	City Tree Services
<b>RFP Approved:</b>	February 2020
<b>Advertisement Method:</b>	Websites and Outreach to Known Vendors
<b>RFP Issued:</b>	February 2020
<b>Proposals Due:</b>	March 2020
<b>Company Name(s) and Proposal Amounts(s):</b>	WCA \$7,056,000
<b>Selection Criteria:</b>	Proposal Price; Qualifications, Business History and Past Performance; Workplan, Project Approach, and Corporate Capability; Responsiveness
<b>Recommended Contractor(s):</b>	WCA
<b>New / Existing Contractor:</b>	Existing
<b>Procurement Method (RFP / SS):</b>	RFP
<b>Contract Term:</b>	Six Years
<b>Construction Phase Begins:</b>	July 20, 2020
<b>Construction Phase Ends:</b>	July 19, 2026
<b>Change Orders (When Applicable)</b>	
<b>Company Name:</b>	WCA
<b>Original Approved Contract Amount:</b>	\$7,056,000
<b>Approved Contingency:</b>	\$0
<b>Change Order History:</b>	\$250,000
<b>This Change Order (Increase):</b>	\$4,271,660
<b>New Contract Total (If Approved):</b>	\$11,577,660



## STAKEHOLDERS/OUTREACH

Adopting these recommendations will benefit the community by resulting in increased palm tree pruning. Palm pruning increases community safety and satisfaction with City tree maintenance. The grant plantings will greatly increase the tree canopy in Glendale, benefiting all residents, and especially communities located within the grant boundaries. Specific outreach materials will be created as part of the grant, targeted to communities and residences within the grant boundaries. Tree planting funds dedicated to these neighborhoods will likewise enable Public Works' annual tree planting program to increase tree quantities in non-granted areas of the City.

## FISCAL IMPACT

The Cal Fire Grant for the Greening South Glendale project was not included as a part of the FY 2022-23 budget. Therefore, staff is requesting for an appropriation of \$603,562.40 from State Grant revenue.

Requesting Appropriation			
Amount	From (Account String)	To (Account String)	Funding Source
\$538,895.00	32610-2160-PWD-0020 PWD00927AG	43110-2160-PWD-0020 PWD00927AG	State Grant
\$64,667.40	32610-2160-PWD-0020 PWD00927AG	41100-2160-PWD-0020 PWD00927AG	State Grant

The Cal Fire Grant has a matching requirement of \$205,600, of which \$196,100 will be in-kind salary match and \$9,500 maintenance and operation costs. The City will count hours worked by current staff as match and will absorb the maintenance and operation costs within their existing General Fund budget. No new appropriation is being requested for the matching requirement.

The West Coast Arborists, Inc. contract amendment will cost \$4,271,660. The cost for Year 1 is \$1,029,640, of which \$860,600 was approved as a part of the FY 2022-23 budget in the accounts listed below. The remaining \$169,040 will be funded using the grant revenue appropriated for the Greening South Glendale project (appropriation requested above).

Funding for the remaining contract years will be requested as a part of the City's annual budget process.

Existing Appropriation		
Amount	Account String	Funding Source
\$100,000	43110-5820-GWP-4660-P0000	GWP Electric Works
\$760,600	43110-1070-PWD-8509-P8022	General Fund (Measure S)

## ENVIRONMENTAL REVIEW

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This item is considered a ministerial activity and therefore, not subject to CEQA review.

## CAMPAIGN DISCLOSURE

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The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10% interest in the company proposed for contract in this Agenda Item Report are listed below, in accordance with the City Campaign Finance Ordinance No. 5744.

Officers of West Coast Arborists, Inc.:

Full Name	Title	Business Address	City	State	Zip
Patrick Mahoney	CEO/President	2200 E. Via Burton	Anaheim	CA	92806
Richard Mahoney	Chief Operating Officer	2200 E. Via Burton	Anaheim	CA	92806
Rose Epperson	Chief Financial Officer	2200 E. Via Burton	Anaheim	CA	92806

Ownership Interest in more than 10% in West Coast Arborists, Inc.:

Full Name	Title	Business Address	City	State	Zip
Patrick Mahoney	CEO/President	2200 E. Via Burton	Anaheim	CA	92806
Richard Mahoney	Chief Operating Officer	2200 E. Via Burton	Anaheim	CA	92806
Rose Epperson	Chief Financial Officer	2200 E. Via Burton	Anaheim	CA	92806

## ALTERNATIVES

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Alternative 1: Approve the Resolution dispensing with competitive bidding and authorizing the City Manager, or a designee, to amend contract 8000974 for City Tree Services, with WCA increasing the contract amount by \$4,271,660 to \$11,577,660 subject to budget approval in FY 2023-24, FY 2024-25 and FY 2025-26; and Resolution authorizing the Director of Public Works or his designee to execute a Clean California grant agreement with Caltrans for the City of Glendale's 'Southeast Glendale Greening' project; and Resolution of Appropriation. 3,370 palm trees will be pruned annually, 500 new trees will be planted in FY 2022-23 and 750 new trees planted in FY 2023-24.

Alternative 2: Take no action, which will result in only 2,247 palm trees pruned annually. Also, City would not be able to plant 1250 new trees.

Alternative 3: Consider any other alternative not proposed by staff.

## ADMINISTRATIVE ACTION

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**Prepared by:**

Loren Klick, Urban Forester

**Reviewed by:**

Yazdan T. Emrani, P.E., Director of Public Works

**Approved by:**

Roubik R. Golanian, P.E., City Manager

**EXHIBITS / ATTACHMENTS**

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None.