

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JEN SANTOS, DEPUTY DIRECTOR - PARKS
RECREATION AND PARKS DEPARTMENT

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH AMERICAN
TREE MEDICS INC. TO PROVIDE AN ARBORIST REPORT OF
FIRE DAMAGED STREET TREES

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Recreation and Parks Department that Council, by resolution, 1) approve the Professional Services Agreement between the City of Santa Rosa, and American Tree Medics, Inc., Modesto, CA in an amount not to exceed \$102,036 to provide an Arborist Report for street trees damaged by the October 2017 wildfires; and, 2) adjust the fiscal year (FY) 2018-19 budget by increasing appropriations by \$102,036, and increasing revenue estimates totaling \$95,659.

EXECUTIVE SUMMARY

The purpose of the Agreement with American Tree Medics Inc., is to provide an analysis and a final Arborist Report in compliance with the Federal Emergency Management Agency's (FEMA) requirements for hazardous trees.

BACKGROUND

The October 2017 wildfires damaged street trees located within the Public Right-of-Way (ROW) of the City which may have caused them to become a hazard to the public. While some trees were obviously damaged, the condition of the others is undetermined. In order to determine all potentially hazardous street trees in the burned ROW areas of the City an Arborist Report is needed.

The Arborist Report will provide the necessary analysis and determination of hazardous street trees which is required by FEMA prior to hazardous street tree removal. Trees that qualify as hazardous per FEMA requirements will be documented as required by

FEMA in the Arborist Report which will allow the City to request reimbursement from FEMA.

An Agreement with American Tree Medics Inc., will assist the City with data collection of trees damaged from the October wildfires; draft an Arborist Report of all damaged trees, including distinguishing those that qualify for FEMA reimbursement; and to provide project administration.

PRIOR CITY COUNCIL REVIEW

Not applicable

ANALYSIS

A Request for Qualifications/Proposal to provide arborist services for fire damaged trees in the ROW was issued in June 2018. Three proposals were submitted and reviewed by a review committee comprised of staff from Water, Transportation and Public Works and Recreation and Parks Departments. All three proposals received scored high by the review committee; and out of those three, American Tree Medics Inc., not only ranked highest, but also came in as the lowest bid at \$102,036.00.

American Tree Medics, Inc was recommended by the review committee in July 2018 and is expected to complete the required services and tasks to the reasonable satisfaction of City, not later than the end of June 2019. After the review committee made their recommendation, the Agreement required additional review and updates to insure compliance with FEMA as well as updates of insurance from American Tree Medics Inc.

FISCAL IMPACT

Approval of this item will require an increase in appropriations from the General Fund reserves; however, this contract meets federal guidelines and should be a reimbursable expenditure by FEMA and CalOES. Total reimbursement for the project should equal 93.75% of contract costs. Under this formula, project costs of \$102,036 will be offset by reimbursement revenue totaling \$95,659 (in fund 1100-4411 by \$76,527, and \$19,132 in fund 1100-4421), leaving a balance of \$6,377, which is a negligible impact to the General Fund.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A – Professional Services Agreement

CONTACT

Jen Santos, jsantos@srcity.org, 543-3781