



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report Details (With Text)

**File #:** 15-843      **Version:** 2      **Name:** Approval of a Professional Services Agreement with Ayala for Tree Well Grate Modifications  
**Type:** Minute Order      **Status:** Consent Agenda  
**File created:** 5/20/2016      **In control:** City Council Meeting Agenda  
**On agenda:** 6/13/2016      **Final action:**  
**Title:** CC - Approval of a Professional Services Agreement with Ayala Engineering for Tree Well Grate Modifications Citywide for an Amount Not-to-Exceed \$30,000.00  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Ayala Engineering Quote.pdf

Date	Ver.	Action By	Action	Result
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### CC - Approval of a Professional Services Agreement with Ayala Engineering for Tree Well Grate Modifications Citywide for an Amount Not-to-Exceed \$30,000.00

**Contact Person/Dept:** Eric Mirzaian/Public Works  
**Phone Number:** (310) 253-6444

**Fiscal Impact:** Yes ☒ No ☐      **General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐      **Action Item:** ☐      **Attachments:** Yes ☒ No ☐

**Commission Action Required:** Yes ☐ No ☒      **Date:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (06/08/2016)

**Department Approval:** Charles D. Herbertson, Public Works Director/City Engineer (06/03/16)

### RECOMMENDATION

Staff recommends the City Council approve a professional services agreement with Ayala Engineering (Ayala) for tree well grate modifications citywide for an amount not-to-exceed \$30,000.00.

### BACKGROUND

Throughout the City there are areas with steel or concrete tree grates; mostly in the downtown and

commercial corridor areas. The tree grates were constructed as part of various revitalization projects, which included new tree plantings, throughout the City. Over the years, as trees have grown, they have begun to outgrow these spaces. In most instances, trees are beginning to lean into the steel grates causing damage to the trunk of the existing trees. In other instances, the roots of trees are beginning to lift the concrete tree wells. The concrete tree grates are also not ideal since they can tend to “suffocate” tree roots.

## **DISCUSSION**

The proposed work by Ayala will include onsite modifications to remove concrete tree wells and to backfill with decomposed granite. Additionally, Ayala will widen the openings of the steel tree grates to allow for more growing space for the trees and eliminate any sharp edges that may be damaging to tree trunks. This latter method will involve the use of welding equipment to be able to cut the steel. Ayala will take necessary measures to protect the trees and surrounding public right of way. The work will be supervised by the City’s Urban Forester.

Staff attempted to obtain multiple competitive quotes for this project from other potential contractors but received only one quote from Ayala. The City has utilized the services of Ayala for many projects and repair services over the years and Ayala has always had a good working relationship with the City. There is currently an “on-call” professional services agreement with Ayala that was authorized administratively by the City Manager for an annual not-to-exceed amount of \$30,000.00. Based on past projects that Ayala has performed for the City, the proposed labor and equipment rates are reasonable for this project. The City Council is requested to authorize a new agreement with Ayala specific to this project in accordance with the City’s procurement guidelines.

Pursuant to CCMC Section 3.07.085.A, professional services are exempt from the formal competitive bidding requirements, provided competitive quotes are obtain whenever practical, as determined by the City Manager. For the reasons stated above, competitive quotes were not practical in this case.

Based on the proposed scope of work and not-to-exceed amount of \$30,000.00, staff estimates that approximately 100-120 tree well grate locations will be modified. The Downtown area will be addressed first followed by areas in the commercial corridors of the City.

## **FISCAL ANALYSIS**

There are sufficient funds available in the City Council Adopted Budget for Fiscal Year 2015/16 for Capital Improvement Project PO004 (Tree Grate Replacement) to fund this project.

## **ATTACHMENTS**

1. Ayala Engineering Proposal

## **RECOMMENDED MOTIONS**

That the City Council:

1. Approve a professional services agreement with Ayala Engineering in an amount not-to-exceed \$30,000.00 for tree well grate modifications citywide; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and
3. Authorize the City Manager to execute such documents on behalf of the City.