



MARK PESTRELLA, Director

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC WORKS**

*"To Enrich Lives Through Effective and Caring Service"*

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IN REPLY PLEASE  
REFER TO FILE

May 04, 2021

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

51 May 4, 2021

CELIA ZAVALA  
EXECUTIVE OFFICER

**CONSTRUCTION CONTRACT  
TRANSPORTATION CORE SERVICE AREA  
ADOPT, ADVERTISE, AND AWARD  
JOB ORDER CONTRACT NOS. 6717 THROUGH 6726  
PARKWAY TREE MAINTENANCE  
IN VARIOUS UNINCORPORATED COMMUNITIES  
AND FACILITIES COUNTYWIDE  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to procure ten separate Job Order Contracts for work involving parkway tree maintenance in various unincorporated communities and Public Works facilities Countywide.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the 33 proposed parkway tree maintenance projects are categorically exempt from the California Environmental Quality Act and that the award of Job Order Contract Nos. 6717 through 6726 does not constitute projects under the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the projects.
2. Adopt the Job Order Contract Unit Price Books and Specifications that are on file in Project Management Division III of Public Works for work involving parkway tree maintenance.

3. Delegate authority to the Director of Public Works or his designee to advertise and award ten separate Job Order Contracts Nos. 6717 through 6726 to each of the lowest responsible bidders with responsive bids for a 12-month term. The ten Job Order Contracts range between \$500,000 to \$2,200,000 per contract for an aggregate not-to-exceed amount of \$13,800,000.
4. Approve each of the 33 proposed parkway tree maintenance projects for an aggregate total cost estimate not to exceed \$14,695,000.
5. Authorize the Director of Public Works or his designee to use Job Order Contracts for the above 33 proposed projects.
6. Delegate authority to the Director of Public Works or his designee to determine whether the bid of the apparent responsible contractor with the lowest apparent responsible bid is, in fact, responsive and, if not responsive, to determine which appropriate responsible contractor submitted the lowest responsive bid.
7. Delegate authority to the Director of Public Works or his designee to execute the Job Order Contracts in the form previously approved by County Counsel and to establish the effective date following receipt of approved Faithful Performance and Labor and Material Bonds and insurance certificate filed by the contractors.
8. Delegate to the Director of Public Works or his designee the following authority in connection with this contract: (1) extend the date and time for the receipt of bids consistent with the requirements of State Public Contract Code, Section 4104.5; (2) allow substitution of subcontractors and relief of bidders upon demonstration of the grounds set forth in State Public Contract Code, Sections 4100 et seq. and 5100 et seq., respectively; (3) accept any project assigned by work order under these contracts upon that project's final completion; and (4) release retention money withheld consistent with the requirements of State Public Contract Code, Sections 7107 and 9203.
9. Authorize the Director of Public Works or his designee to issue work orders to the selected contractors in an aggregate per Job Order Contract amount not to exceed the maximum amount of each Job Order Contract for parkway tree maintenance and tree maintenance at Public Works facilities.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will find that the projects are exempt from the California Environmental Quality Act (CEQA) and allow Public Works to procure contractors through Job Order Contracts (JOC) to enhance Public Works' ability to effectively and efficiently maintain parkway trees and trees at Public Works facilities. Specifically, the work involves tree trimming, removal of stumps and diseased trees, root pruning, planting trees, and the performance of other incidental and appurtenant work. The work will be performed in various unincorporated communities and Public Works facilities Countywide in support of ongoing operations (Enclosure 1).

JOC is a flexible, cost-effective unit price contracting method for performing maintenance work. The State Public Contract Code allows JOCs to be valid for one year. This process reduces administrative requirements and lowers administrative costs while meeting State and County procurement requirements.

Public Works utilizes the parkway tree maintenance JOCs to perform the majority of the cyclical tree trimming of parkway trees. Each year approximately 60,000 parkway trees throughout the various unincorporated communities of Los Angeles County are trimmed using JOC. To comply with the Migratory Bird Treaty Act and the California Fish and Game Code and minimize impacts to birds nesting in the parkway trees, tree trimming typically is limited to the months of September through March outside of bird nesting season. Since JOCs have a one-year contract period, the resultant effective trimming period for each contract is approximately six months. To trim 60,000 trees within that 6 month period, the tree trimming JOC contractors must have the capacity to have multiple crews operating simultaneously in various locations. To ensure the trees are being properly pruned, the crews are required to be staffed with International Society of Arboriculture certified tree workers and overseen by International Society of Arboriculture certified arborists.

Public Works recommends that the Board authorize Public Works to award the JOCs following bid review and determination of the lowest responsive and responsible bidders. The ten Job Order Contracts range between \$500,000 to \$2,200,000 per contract for an aggregate not-to-exceed amount of \$13,800,000 (Enclosure 2). We also recommend that the Board approve each of the proposed 33 parkway tree maintenance projects (Enclosure 3) and authorize Public Works to use JOC to deliver these projects.

The majority of the work orders issued under these contracts will be completed in Fiscal Year 2021-22.

### **Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability; and Objective III.3.2,

Manage and Maximize County Assets, by supporting ongoing efforts to manage and improve public infrastructure assets.

### **FISCAL IMPACT/FINANCING**

Projects authorized under JOC Nos. 6717 through 6726 and the 33 listed projects may be ordered for and subsequently funded by various funds administered by Public Works. The largest expenditures are anticipated to be derived from the Road Funds. Sufficient funds for each JOC work order will be made available in the appropriate fund prior to authorizing the work.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

These contracts will be advertised in accordance with Sections 20125 and 20392 of the State Public Contract Code.

The contract awards will comply with applicable Federal and State requirements and Board policies and mandates. The contract documents will require the contractor to comply with these same requirements, policies, and mandates. The construction contract will be in the form previously reviewed and approved as to form by County Counsel.

As required by Board Policy No. 5.140, information such as defaulted contracts with the County, complaints filed with the Contractors State License Board, labor violations, and debarment actions will be considered before a contract is awarded.

The JOC Unit Price Book and Specifications include the contractual provisions, methods, and material requirements necessary for these contracts and are on file with Public Works.

The 33 listed projects will be carried out through previously Board-approved JOCs and/or JOCs, which may be subsequently Board-approved, and will use the Board-approved unit price books and specifications, including the contractual provisions, methods, and material requirements necessary for these projects that are on file with Public Works.

Documents related to award of these contracts will be available at Los Angeles County Public Works, Project Management Division III, 8th Floor, at 900 South Fremont Avenue, Alhambra, CA 91803.

### **ENVIRONMENTAL DOCUMENTATION**

The recommended actions to award these JOCs are not projects pursuant to CEQA because they are an organizational or administrative activity of government that will not result in direct or reasonably foreseeable indirect physical changes to the environment that are excluded from the definition of projects by Section 15378(b) and are also exempt under Section 1530 (c) and (h) of the CEQA Guidelines. The adoption of the JOC Unit Price Books and Specifications and authorization to award JOCs does not include approval of work to be performed under work orders issued pursuant to the contracts.

The proposed 33 projects are categorically exempt from CEQA. Each of these projects consists of tree trimming, tree planting, and other incidental and appurtenant work. Each of the projects falls under a class of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Section 15301 (c) and (h) of the CEQA Guidelines and Class 1 (j) and (x), Subsections 9, 10, and 14 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G.

The implementation of additional work orders under these JOCs will be subject to prior determination and documentation by Public Works that the work is exempt from CEQA. The type of work to be performed under these JOCs is generally anticipated to be exempt under Section 15301, Class 1, of the CEQA Guidelines, as well as Class 1 of the County Environmental Document Reporting Procedures. In the event the work under the work orders is not exempt, the Board will be requested to approve the appropriate environmental finding and documentation prior to implementation of work.

Upon the Board's approval of this action, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the CEQA Guidelines.

### **CONTRACTING PROCESS**

Contract provisions require the contractor to comply with the Board-adopted Local and Targeted Worker Hire Policy.

To increase contractor awareness of Public Works' program to contract work out to the private sector, this project will be listed on both the County's "Doing Business with the County" and "Do Business with Public Works" websites for open bids:

The Honorable Board of Supervisors

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<http://www.lacounty.gov/business/doing-business-with-the-county>

<http://pw.lacounty.gov/general/contracts/opportunities>

Also, the contract solicitation will be advertised through web-based and social media platforms, including Twitter.

In addition, in order to increase opportunities for small businesses, Public Works will be coordinating with the Office of Small Business at the Department of Consumer and Business Affairs to maximize outreach, as well as offering preferences to Local Small Business Enterprises, Social Enterprises, and Disabled Veteran Business Enterprises in compliance with Los Angeles County Code, Chapters 2.204, 2.205, and 2.211.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The use of these contracts will expedite the completion of parkway tree maintenance throughout various unincorporated communities in Los Angeles County. Minor impacts to adjacent residents, businesses, and motorists may occur while work is underway.

### **CONCLUSION**

Please return an adopted copy of this letter to Public Works, Project Management Division III.

Respectfully submitted,



MARK PESTRELLA, PE

Director

MP:SRB:ml

Enclosures

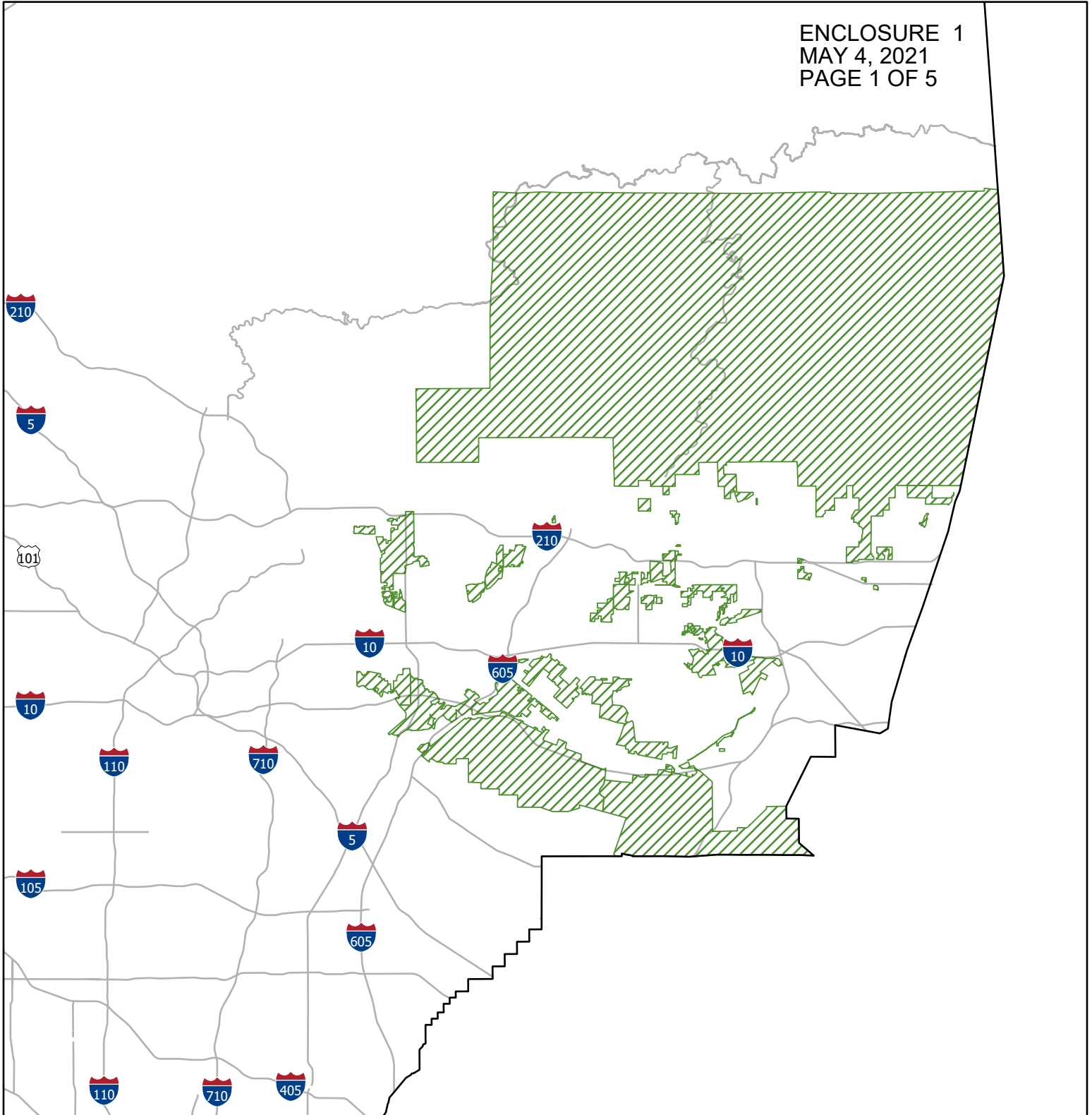
c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office  
Internal Services Department (Countywide  
Contract Compliance)



# Job Order Contract - Parkway Tree Maintenance Maintenance District No. 1



ENCLOSURE 1  
MAY 4, 2021  
PAGE 1 OF 5



Maintenance District No. 1



Not to Scale

Data contained in this map is produced in whole or in part from the Los Angeles County Department of Public Works' digital database.

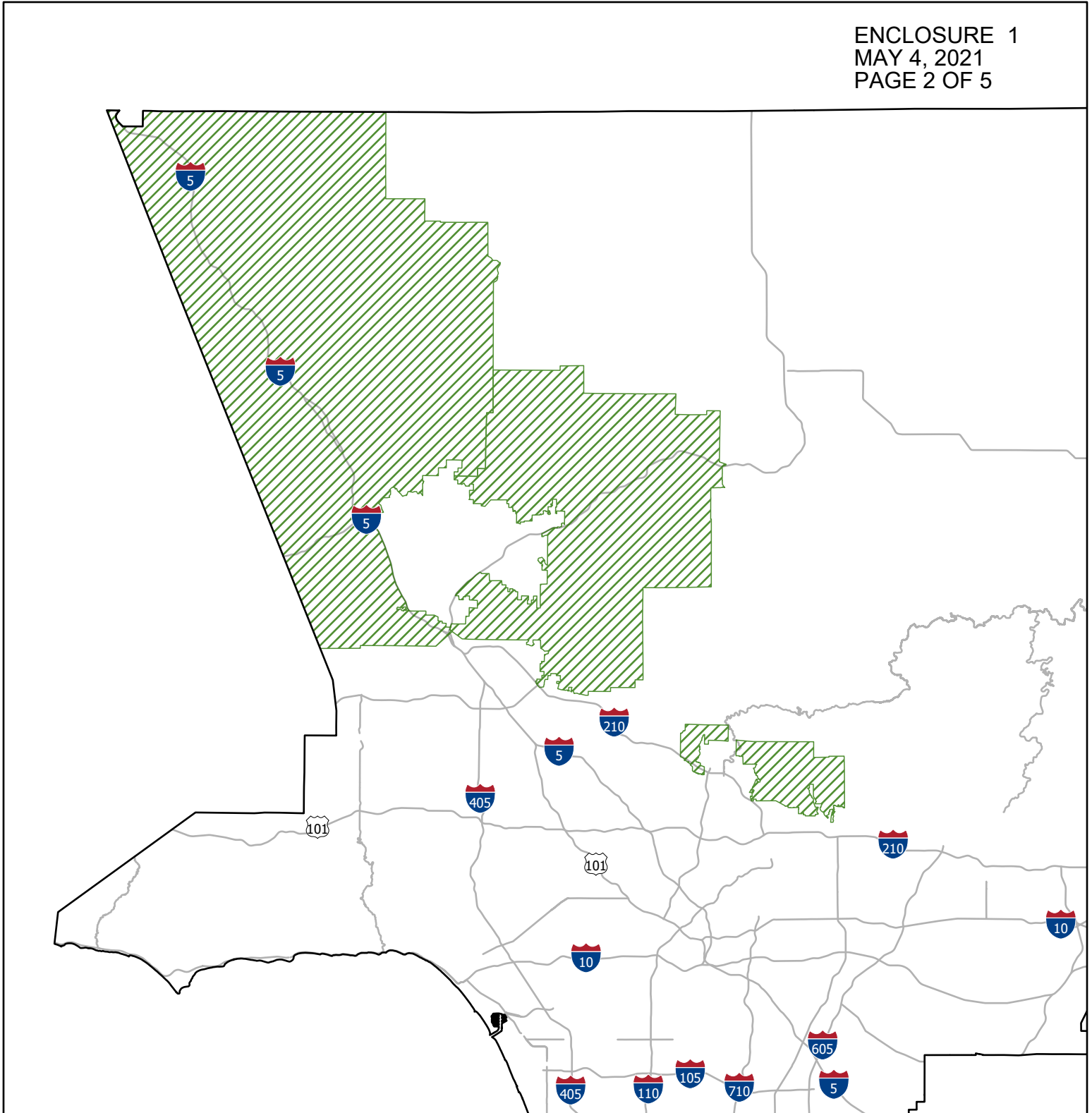
**ATTACHMENT 1**



# Job Order Contract - Parkway Tree Maintenance Maintenance District No. 2



ENCLOSURE 1  
MAY 4, 2021  
PAGE 2 OF 5



Maintenance District No. 2



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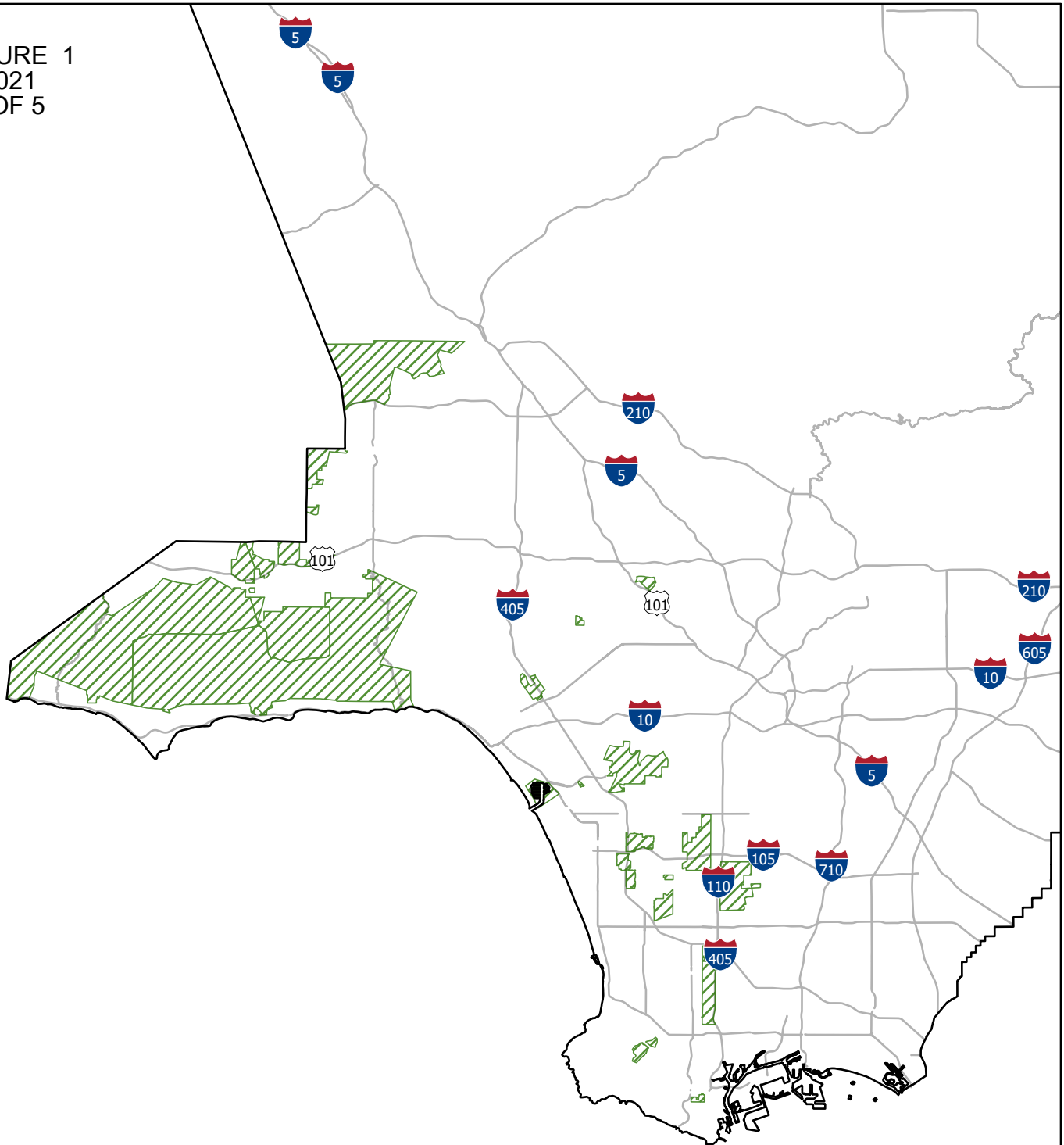
**ATTACHMENT 1**



# Job Order Contract - Parkway Tree Maintenance Maintenance District No. 3



ENCLOSURE 1  
MAY 4, 2021  
PAGE 3 OF 5



Maintenance District No. 3

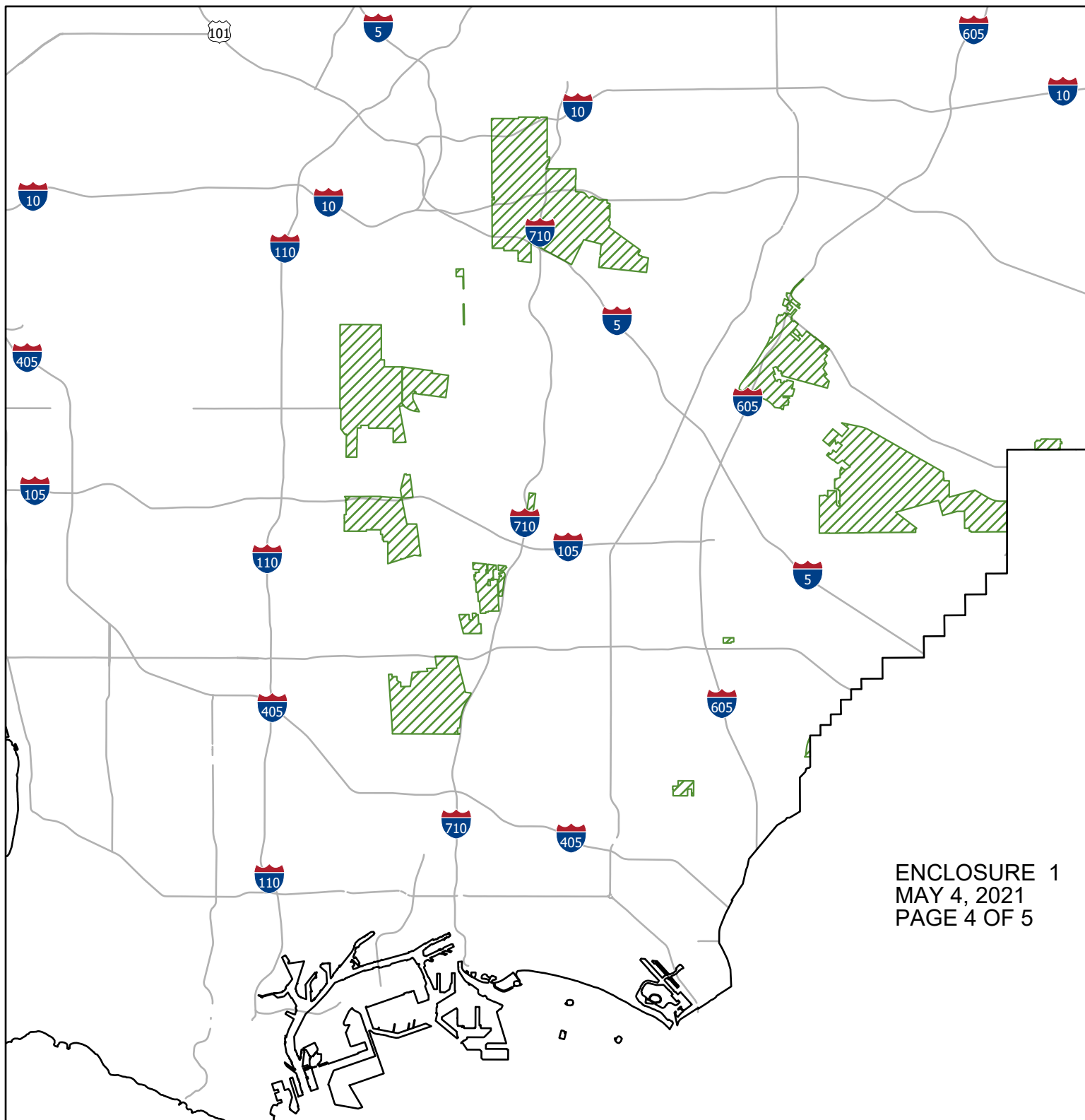


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**ATTACHMENT 1**





ENCLOSURE 1  
MAY 4, 2021  
PAGE 4 OF 5



## Maintenance District No. 4



Not to Scale

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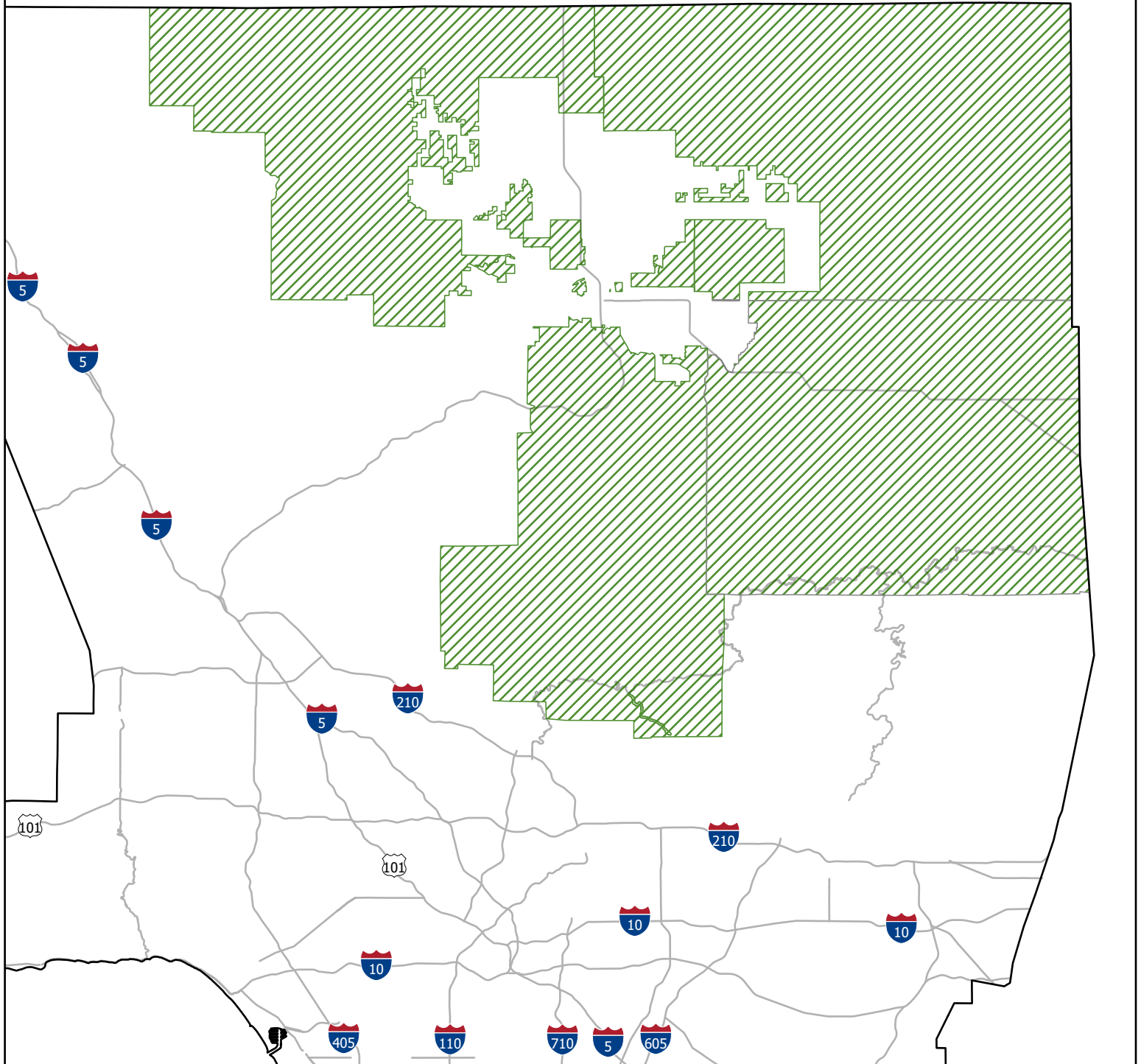
## ATTACHMENT 1



# Job Order Contract - Parkway Tree Maintenance Maintenance District No. 5



ENCLOSURE 1  
MAY 4, 2021  
PAGE 5 OF 5



Maintenance District No. 5



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**ATTACHMENT 1**

**JOB ORDER CONTRACT NOS. 6717 THROUGH 6726  
PARKWAY TREE MAINTENANCE**

<u>Project ID No.</u>	<u>JOC</u>	<u>SD</u>	<u>Scope of Work</u>	<u>Amount</u>
RMDJOC6717	6717	1,4,5	Tree Trimming and Removal, Maintenance District No. 1	\$2,200,000
RMDJOC6718	6718	1,4,5	Tree Trimming and Removal, Maintenance District No. 1	\$2,200,000
RMDJOC6719	6719	5	Tree Trimming and Removal, Maintenance District No. 2	\$1,400,000
RMDJOC6720	6720	5	Tree Trimming and Removal, Maintenance District No. 2	\$1,400,000
RMDJOC6721	6721	2,3,4,5	Tree Trimming and Removal, Maintenance District No. 3	\$900,000
RMDJOC6722	6722	2,3,4,5	Tree Trimming and Removal, Maintenance District No. 3	\$900,000
RMDJOC6723	6723	1,2,4	Tree Trimming and Removal, Maintenance District No. 4	\$1,900,000
RMDJOC6724	6724	1,2,4	Tree Trimming and Removal, Maintenance District No. 4	\$1,900,000
RMDJOC6725	6725	5	Tree Trimming and Removal, Maintenance District No. 5	\$500,000
RMDJOC6726	6726	5	Tree Trimming and Removal, Maintenance District No. 5	\$500,000
TOTAL:				\$13,800,000

SS:

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Project Name	SD	Type of Project	Estimated Maintenance Cost	Total Project Cost Estimate
<b>MD 1</b>				
La Puente, South San Jose Hills, Et Al	1	Broadleaf Tree Trimming	\$1,175,000	\$1,410,000
Hacienda Heights, Et Al	4	Broadleaf Tree Trimming	\$1,760,000	\$2,110,000
West La Puente, Bassest, Avocado Heights, Hacienda Heights, Et Al	1, 4	Palm Tree Trimming	\$575,000	\$690,000
South San Gabriel, San Gabriel, Arcadia, East Pasadena, Et Al	1, 5	Palm Tree Trimming	\$405,000	\$485,000
La Puente, South San Jose Hills, Et Al	1	Tree Planting	\$115,000	\$140,000
Hacienda Heights, Et Al	1, 4	Tree Planting	\$115,000	\$140,000
South San Gabriel, San Gabriel, Arcadia, East Pasadena, Et Al	1, 5	Tree Planting	\$115,000	\$140,000
<b>MD2</b>				
East Altadena	5	Broadleaf Tree Trimming	\$1,080,000	\$1,295,000
Bouquet Canyon Rd, Vasquez Canyon Rd, Et Al	5	Broadleaf Tree Trimming	\$255,000	\$305,000
Lake Hughes Rd, Pine Canyon Rd, Et Al	5	Broadleaf Tree Trimming	\$405,000	\$485,000
Altadena and La Crescenta/Montrose	5	Palm Tree Trimming	\$705,000	\$845,000
Altadena and La Crescenta/Montrose	5	Tree Planting	\$80,000	\$95,000
Castaic, Stevenson Ranch, Et Al	5	Tree Planting	\$80,000	\$95,000
<b>MD3</b>				
Athens, Sawtelle, VA Center, Et Al	2,3,4	Broadleaf Tree Trimming	\$290,000	\$350,000
El Camino Village, Et Al	2,4	Broadleaf Tree Trimming	\$275,000	\$330,000
Malibu Coastal Zone, Et Al	3	Broadleaf Tree Trimming	\$175,000	\$210,000
Mulholland Hwy, Et Al	3,5	Broadleaf Tree Trimming	\$175,000	\$210,000
Falda Ave, Et Al	2,4	Palm Tree Trimming	\$90,000	\$110,000
Zamora Ave, Et Al	2,3,4	Tree Removal	\$70,000	\$85,000
El Camino Village, Del Aire, Et Al	2,4	Tree Planting	\$140,000	\$170,000
West Athens, Westmont, Lennox, Ladera Heights, Et Al	2,3,4	Tree Planting	\$140,000	\$170,000
Santa Monica Mountains, Topanga Canyon, Et Al	3,5	Tree Planting	\$140,000	\$170,000
<b>MD4</b>				
Los Nietos, South Whittier, Et Al	4	Broadleaf Tree Trimming	\$1,670,000	\$2,005,000
East Los Angeles, Rancho Dominguez, Et Al	1, 2, 4	Palm Tree Trimming	\$345,000	\$415,000
58th Pl, Et Al - Trees	2	Tree Removal	\$480,000	\$575,000
La Verne Av, Et Al - Trees	1	Tree Removal	\$190,000	\$230,000
East Rancho Dominguez, Et Al	1,2,4	Tree Planting	\$70,000	\$85,000
City Terrace, Et Al	1	Tree Planting	\$70,000	\$85,000
Whittier, La Habra Heights, Et Al	4	Tree Planting	\$70,000	\$85,000
58th Pl, Et Al (Tree Planting)	2	Tree Planting	\$175,000	\$210,000
La Verne Av, Et Al (Tree Planting)	1	Tree Planting	\$80,000	\$95,000
<b>MD5</b>				
Antelope Acres	5	Broadleaf Tree Trimming	\$600,000	\$720,000
Antelope Valley	5	Tree Planting	\$125,000	\$150,000
<b>Total</b>			<b>\$12,235,000</b>	<b>\$14,695,000</b>