DATE: February 18, 2025

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT: Adopt a Resolution Awarding a Contract for the Citywide Tree Condition Assessment, Inventory, and Tree Management Software to PlanIt Geo, Inc. in a Not-to-Exceed Amount of $410,000

RECOMMENDATION

That the City Council adopts a resolution (Attachment II) awarding the professional services contract to PlanIt Geo, Inc. (PlanIt Geo) for a GIS-Based Urban Tree Inventory and Tree Canopy Assessment and Provide Tree Management Software in an amount not-to-exceed $410,000.

SUMMARY

The Landscape Maintenance Division was awarded the United States Department of Agriculture's (USDA) Urban and Community Forestry (U&CF) grant to complete a GIS-based urban tree inventory and tree canopy assessment and provide tree management software (Project 07797). Staff released a Request for Proposal (RFP) in November 2024 to solicit consulting services to complete the Project. From November 2024 to January 2025, staff received and reviewed five (5) proposals from five (5) vendors. Staff recommends awarding a contract to PlanIt Geo in an amount not-to-exceed $410,000.

BACKGROUND AND DISCUSSION

The Inflation Reduction Act provided $1.5 billion for U&CF investments. Goals of the project include increased and equitable access to urban tree canopy and associated human, environmental, and economic benefits, tree planting and management activities, and improved resilience to climate change. Staff successfully applied for and was awarded $500,000 to expand the City's urban forest through tree plantings and procuring a consultant to complete a tree inventory, assessment, and provide tree management software. On March 12, 2024, City

Council adopted Reso. 24-041 authorizing the grant funding execution and appropriation of grant funds.

The City has been recognized as a Tree City for the past 34 years and currently has 40-50,000 street trees in its inventory. Staff sought to acquire a tree management software that will be the backbone of the City's urban forest, tree management and maintenance program. The new software program will provide an accurate inventory of all city-owned trees, an urban tree canopy assessment, and arborist reports supporting vegetation work, planning and management. One of the biggest benefits of this software will be its emphasis on the City's current urban tree canopy's health, required maintenance needs, scheduling and frequency, and cataloging performed work on each tree, along with photographs. Once implemented, this software could be leveraged by multiple departments to assist in future development, geographic data that will drive new tree plantings, especially in marginalized areas, tree preservation efforts, provide carbon sequestration data, applied research and reporting processes, and preparing for extreme weather. This software will enable staff to effectively manage tree-related data, optimize resource allocation, and facilitate informed decision-making. Furthermore, staff will be able to receive and respond to citizens' requests for tree planting and maintenance through the user-friendly interface. Ultimately, this software will play a crucial part in developing the City's first Urban Forest Master Plan (UFMP).

On November 1, 2024, staff released RFP 25-016 to solicit proposals for consulting services to complete a GIS-based urban tree inventory and tree canopy assessment and provide management software. In January 2025, staff received and reviewed five (5) proposals from five (5) vendors. Staff recommends awarding a contract to PlanIt Geo.

PlanIt Geo is a software and services company that specializes in urban forestry, arboriculture, software development, management planning, GIS, and urban tree canopy assessments. The project team consists of International Society of Arboriculture (ISA)-certified arborists, ISA Tree Risk Assessment Qualification (TRAQ)-certified arborists, urban foresters, GIS professionals, and software developers. PlanIt Geo's proprietary software, TreePlotter, will be customized to fit the City's needs, as described in the RFP. Neighboring jurisdictions, like the cities of San Leandro and Fremont, are also using PlanIt Geo inventory data and software.

If this item is approved, staff and Planit Geo's project team will finalize a timeline to complete all tasks within the project scope. It is currently estimated that the inventory will take eight (8) months, assessment will take six (6) months, and software implementation and training will happen throughout the timeline. The Project will be completed before November 2027 to comply with grant timelines. To support the ongoing success of this investment and support initiatives within the City's Climate Action Plan (CAP), the Division will evaluate staffing needs as the project implementation draws to a close and fully implement project objectives. A previous tree software deployment ultimately failed as there was not adequate administrative support to maintain the records and daily information.

FISCAL IMPACT

The Adopted FY25 CIP Budget has sufficient funds to award the contract. There will be no impact to the General Fund.

ECONOMIC IMPACT AND SUSTAINABILITY FEATURES

This item does not provide a direct economic impact to the City. It does provide environmental benefits though the following:
- Improved efficiency: implementation of the tree management software system will streamline operations, leading to better resource allocations, enhanced planning, and more effective decision-making
- Environmental preservation: the software will help expand and manage the City's urban forest more efficiently which will mitigate the negative effects of climate change and urban heat islands, reduce greenhouse gasses, and conserve and protect natural resources and ecosystems in the urban fabric.

STRATEGIC ROADMAP

This item does not directly support a Council's Strategic Project but does support the Priority to Confront Climate Resilience and supporting Environmental Justice.

PUBLIC CONTACT

The RFP was released to the public from November 2024 - January 2025.

NEXT STEPS

If City Council approves this item, the City Manager will negotiate and execute a consulting contract with PlanIt Geo to complete a citywide tree condition assessment, inventory, and tree management software in an amount not-to-exceed $410,000.

Prepared by: Cecilia Melero, Senior Secretary

Recommended by: Todd Rullman, Director of Maintenance Services

Approved by:

_____
Dr. Ana M. Alvarez, City Manager