



DATE: May 3, 2022

TO: Mayor and City Council

FROM: Fire Chief

SUBJECT: Adopt a Resolution Authorizing the City Manager to Execute an Agreement With Pacheco Landscape Management For Vegetation Management Services Related to The Hayward Fire Department's Defensible Space Project In An Amount Not to Exceed \$242,86

RECOMMENDATION

That Council adopts the resolution (Attachment II) authorizing the City Manager to execute an agreement with Pacheco Landscape Management for vegetation management services related to the Hayward Fire Department's Defensible Space Project, in an amount not-to-exceed \$263,997.

SUMMARY

The Hayward Fire Department (HFD) was awarded \$242,865 from the FEMA Hazard Mitigation Grant Program to support HFD's creation of Defensible Space Project servicing the Hayward Hills, Fairview, And Five Canyons communities. The scope of work for the grant includes ongoing education on wildfire safety and the creation of defensible space, large-scale defensible space demonstration(s), and support of the annual Chipping Program and Resident Assistance Program (RAP).

After soliciting proposals from several contractors, the HFD selected Pacheco Landscape Management (PLM) to assist with vegetation management activities related to the Defensible Space Project.

BACKGROUND

Following large-scale disasters, FEMA's Hazard Mitigation Grant Program (HMGP) funds are awarded to local agencies that have identified plans and projects that reduce the effects of future natural disasters. Program goals include improving the resiliency of communities and implementing effective mitigation strategies in high-risk areas.

The Hayward Fire Department relies heavily on grant funding to sustain its Vegetation Management Program, established in 2012. The Program supports the residents of

Hayward and Fairview with creating defensible space in high-fire hazard areas. It consists of a no-cost chipping service for residents who can cut and stack their tree limbs to be chipped for their use or hauled away. The program also sponsors a Resident Assistance Program (RAP) to assist community members unable to perform such tasks due to age, low income, or disability.

In December 2020, HFD was awarded \$21,132 by HMGP to prepare for and plan a large-scale Defensible Dspace Project. The scope of work is scheduled for three phases: (1) Conduct a full-scale outreach campaign to educate Hayward and Fairview community on wildfire behavior, defensible space, evacuation preparation; (2) Present large-scale defensible space demonstration(s); and (3) Engage individual household participation and progress sharing. With 255 staff hours of careful planning across three departments in 2021, the City successfully completed Phase I of the three-year project and was awarded an additional \$242,865 with a cost-share of \$80,999 that can be matched with staff time on the project.

On January 18, 2022, a resolution to accept and appropriate grant funding from FEMA HMGP for the Creation of Defensible Space in the Hayward Hills Project was signed by Council.

DISCUSSION

Staff prepared and posted a Request for Proposals (RFP) on the City's website and sent notification emails to the service providers known for doing similar work. RFP#2215-012122 was published in January 2022 to solicit proposals to perform vegetation management services for the Phase II demonstration and the RAP. Inquiries concerning the RFP's scope of work were due on February 21, 2022, and proposals were due on March 18, 2022. The Department received bids from Bay Area Tree Specialists, Pacheco Landscape Management, Bay Area Tree Specialists, Brightview, and Julian Tree Care.

A panel of three members, consisting of the City's Purchasing Manager, the HFD's Chipping and RAP Manager, and the HMGP Project Manager, independently scored each proposal. The panel selected the final candidate based on ability to perform the work, the proposed budget, schedule, demonstrated relevant experience and ability to communicate and work effectively with the public and staff. The evaluation panel unanimously determined that PLM was most suitable to contract with for this project. The panel's selection criteria and scoring sheets were shared with and approved by the Fire Chief.

Pacheco Landscape Management was awarded on April 13, 2022. PLM staff will assist the HFD with performing various vegetation management activities on private residential properties, chipping, the large-scale demonstrations, and documenting progress with narratives, completed work, and photos for grant reporting.

FISCAL IMPACT

This contract will have no impact on the City's General Fund. Work completed by PLM will be reimbursed through FEMA's HMGP.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not directly relate to the six priorities outlined in the Council's Strategic Roadmap.

Prepared by: Shanalee Gallagher, Management Analyst

Recommended by: Garrett Contreras, Fire Chief

Approved by:



Kelly McAdoo, City Manager