

## Legislation Details

**File #:** 18-5334      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Passed  
**File created:** 2/15/2018      **In control:** City Council  
**On agenda:** 2/22/2018      **Final action:** 2/22/2018  
**Title:** AUTHORIZATION TO AWARD CONTRACT TO “PLAN IT GEO” FOR TREE INVENTORY AND CONDITION SERVICES IN LONGVIEW PARKS AND STREET SCAPE

COUNCIL STRATEGIC INITIATIVE ADDRESSED:  
 Address Quality of Place Issues  
 Enhance Public Safety and Emergency Response  
 Improve Transportation System  
 Preserve and Enhance Neighborhoods

CITY ATTORNEY REVIEW: Required

**SUMMARY STATEMENT:**

The City of Longview’s Urban Forestry Department oversees 17,000 park and street tree planting spaces and maintains a wide variety of native and exotic tree species.

During the 2017-2018 fiscal year budget process City Council allocated \$89,500 to contract for updating the inventory of trees managed by the Urban Forestry Division. This inventory would update and index of the type, condition, size, location, health, and potential hazards for all individual trees in the parks and street scape managed by the Department. The original inventory was completed in 1990.

Completing a tree inventory also aligns with the Parks and Recreation Comprehensive Master Plan. Through the Parks Master Planning process, citizen outreach has strongly indicated that trees in Longview Parks are of high importance. This valuation is reflected in feedback from park users who desire a high level of care and maintenance dedicated to tree species. Any Urban Forestry Maintenance plan must take into account the current trees in a given park or street scape and their future growth potential. Due to the wide variety and locations of tree species in our parks and street scape, the most efficient method of obtaining a complete tree inventory is to contract a reputable arboriculture company that is experienced in producing such reports. The data provided will integrate into the City’s new Lucity program and allow future internal adjustments to the inventory by City Arborists after contract completion.

During January the Urban Forestry Division solicited a Request For Proposals (RFP) for the Tree Inventory and Condition report. The Department received proposals ending January 30th 2018.

To review and evaluate the proposals, each proposal was studied, scored, and discussed. As identified in the RFP, proposals were evaluated and scored with equal weighting in each in the areas of; quality of proposal, methodology, vendor qualifications/references, and cost.

Proposals were received from three companies with the following rankings and bids:

Company	Ranking	Bid
Plan It Geo	1st	\$68,000
Davey Resource Group	2nd	\$85,820
Comm. Forestry Consultants	3rd	\$84,000

After evaluation of the three proposals, it was determined that Plan It Geo’s proposal and price best suited the Department’s goals and would provide the most comprehensive services for this project. Plan It Geo will provide the following information about all individual Parks trees:

- Scientific (Genus, Species) and common name
- Type (deciduous, conifer)
- Condition
- DBH (diameter at breast height)
- Height
- Canopy Spread
- Location (latitude/longitude)
- Proximity to Assets/Forecasted Growth Issues
- Documentation of any present tree disease/parasite/threat
- Tree Health Management Recommendation
- Tree Risk Assessment

**RECOMMENDED ACTION:**

Motion to approve the tree inventory and condition survey contract with “Plan It Geo” in the amount of \$68,000.

**STAFF CONTACT:**

Curt Nedved, Urban Forest Manager  
Jennifer Wills, Director of Parks and Recreation

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. PLANITGEO Agreement, 2. Attachment A - Scope of Work PlanItGeo

Date	Ver.	Action By	Action	Result
2/22/2018	1	City Council	approved	Pass