



Roll Call Number

15-1315

Agenda Item Number

61

Date July 27, 2015

**AUTHORIZATION TO PROCEED WITH A PARTIAL CITY TREE  
INVENTORY WITH A REVISED FUNDING AMOUNT**

**WHEREAS**, the City of Des Moines recognizes the need for a City tree inventory and desires to obtain such inventory with partial funding from the private sector; and

**WHEREAS**, on August 11, 2014, the City Council approved Roll Call No. 14-1237 which authorized the issuance of a Request for Proposals by Tree Des Moines, a non-profit entity, for inventory of City trees within the right-of-way and City park system; and

**WHEREAS**, Roll Call No. 14-1237 further approved the following:

That good cause had been shown to exempt the procurement of the above described tree inventory from the Procurement Ordinance competitive process requirements.

The issuance of a Request for Proposals by Tree Des Moines for the above described tree inventory, with Tree Des Moines to be responsible for the administration of such RFP, including the selection of a consultant for conduct of the tree inventory of City trees, and for recommendation of such consultant to the City Council for award of contract for a tree management plan, software license, maintenance, software hosting and training services, subject to the following conditions:

1. The RFP must be approved by the City Manager before it is published. The RFP must be published on the Tree Des Moines website in order to inform potential qualified consultants.
2. Tree Des Moines has no authorization to enter into any contract on behalf of the City of Des Moines or to represent itself as having such right.
3. The City shall have the exclusive right to control the administration of the City tree inventory database and will allow access by the public, including Tree Des Moines, under terms developed by the City Manager and the Information Technology Department. The City shall be the exclusive owner of all City tree inventory data and the sole licensee of the management software.
4. The evaluation committee must include, as full voting members, at least 3 members of City staff, including at least one Information Technology Department staff member.
5. The City shall have the right to reject all proposals at its sole discretion.



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That the City authorized Tree Des Moines Tree Des Moines to administer the initial inventory phase of the project by the consultant awarded a contract by the Tree Des Moines, subject to: (1) Approval by the City of such inventory contract; (2) Tree Des Moines working in consultation and cooperation with the City's Engineering, Public Works and Park and Recreation Departments; and (3) All work must be coordinated with the City's project manager, designated by the City Manager.

That the City agreed to commit \$100,000 for the procurement of such consultant inventory services, subject to Tree Des Moines providing all other funds for the inventory of City trees, and subject to the requirement that Tree Des Moines must show to the City Manager's satisfaction bank statements indicating that at least 75% of the amount needed to pay for the inventory of City trees has been received by Tree Des Moines prior to the award of contract for such services. No City funds shall be provided to Tree Des Moines until the City receives copies of consultant invoices after completion of the City tree inventory to the satisfaction of the City.

**WHEREAS**, pursuant to Roll Call No. 14-1237, the private group Tree Des Moines issued a Request for Proposals (RFP) for a tree inventory; and

**WHEREAS**, Tree Des Moines established an RFP evaluation committee that included the three requisite City staff members, including one from the Information Technology Department; and

**WHEREAS**, the RFP evaluation committee of Tree Des Moines selected Davey Resource Group, a division of Davey Tree Expert Company, to perform the inventory; and

**WHEREAS**, Tree Des Moines conducted the separate limited initial inventory phase of the project at Water Works Park; and

**WHEREAS**, the Tree Des Moines has engaged in private fundraising that, when coupled with the City's prior commitment would permit almost half of the City's trees to be inventoried; and

**WHEREAS**, Tree Des Moines has not been able to reach the full amount required to conduct a complete inventory as the private fundraising was expected to fund 75% of the estimated cost of a complete tree inventory and that level of fundraising has not materialized; and

**WHEREAS**, one of the conditions in Roll Call No. 14-1237 required Tree Des Moines to prove that 75% of the full cost of a complete inventory is on hand before work may commence; and



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WHEREAS, a partial inventory conducted now in the higher priority locations, as determined by the City, will help achieve important urban forestry management goals.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF DES MOINES, IOWA that it hereby amends the last condition approved in Roll Call No. 14-1237 approved on August 11, 2014 to: The City hereby agrees to commit \$100,000 for the procurement of such consultant inventory services for a partial tree inventory (of higher risk locations to be approved in writing by the Des Moines Public Works Director), subject to Tree Des Moines providing at least \$100,000 for the inventory of City trees in higher risk locations, and subject to the requirement that Tree Des Moines must show to the City Manager's satisfaction bank statements or communications directly from donors providing written pledges indicating that \$100,000 of the amount needed to pay for such inventory has been received by or pledged to Tree Des Moines prior to the award of contract for such services. No City funds shall be provided to Tree Des Moines until the City receives copies of consultant invoices after completion of the partial City tree inventory (in the higher risk location to be approved in writing by the City of Des Moines Public Works Director), to the satisfaction of the City.

BE IT FURTHER RESOLVED that the City Manager and City Public Works Director are authorized to work with Tree Des Moines for the remaining City trees, not located in higher risk locations should Tree Des Moines raise additional private funding to complete a full inventory of City trees consistent with Roll Call No. 14-1237, with no additional funding from the City.

BE IT FURTHER RESOLVED that all other provisions and conditions of Roll Call No. 14-1237 remain the same.

APPROVED AS TO FORM:

Moved by Moore to adopt.

Ann DiDonato, Assistant City Attorney

(Council Communication No. 15-401)

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE	1			
COLEMAN	1			
GATTO	1			
GRAY	1			
HENSLEY		1		
MAHAFFEY	1			
MOORE	1			
TOTAL	6	1		

MOTION CARRIED APPROVED  
T. M. Franklin Council Mayor

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

Diane Rauh City Clerk