

AMENDMENT NO. 1

CITY OF CHICO - PROFESSIONAL SERVICES AGREEMENT

AGREEMENT DATED MAY 28, 2021

BETWEEN CITY OF CHICO

AND

DUDEK
Consultant

URBAN FOREST MASTER PLAN & CANOPY COVERAGE ANALYSIS
Project Title

100-686-5330/99276-000-4800
Budget Account No.

THIS PROFESSIONAL SERVICES AGREEMENT AMENDMENT (Amendment) is entered into on March 11, 2022, between the City of Chico, a municipal corporation under the laws of the State of California (City), and DUDEK, (Consultant). On May 28, 2021, City and Consultant entered into a City of Chico - Professional Services Agreement (Agreement). The provisions of the Agreement are hereby amended as follows:

1. Exhibit B is hereby superseded and replaced by revised Pages B1-R1 through B1-R4 attached hereto.
2. Exhibit C is hereby superseded and replaced by revised Pages C1-R1 through C1-R3 attached hereto.
3. All other provisions of the Agreement shall remain in full force and effect.

CITY:

CONSULTANT:



DocuSigned by:


~~Mark Orme, City Manager*~~

By: 61A12CB5F28F42F... Joe Monaco, President & CEO

Matthew Madden, Interim City Manager*
*Authorized pursuant to Section 3.08.060
of the Chico Municipal Code

APPROVED AS TO FORM:



Vincent C. Ewing, City Attorney*

*Pursuant to The Charter of the
City of Chico, Section 906(D)

APPROVED AS TO CONTENT:



Erik Gustafson, Public Works Director
Operations & Maintenance

REVIEWED AS TO CONTENT:



Scott Dowell, Administrative Services Director*

Barbara Mark, Interim Adm Services Director
*Reviewed by Finance and Information Systems

AMENDMENT NO. 1

CITY OF CHICO - PROFESSIONAL SERVICES AGREEMENT

DUDEK

Architect/Consultant/Engineer

URBAN FOREST MASTER PLAN & CANOPY COVERAGE ANALYSIS

Project Title

100-686-5330/99276-000-4800

Budget Account No.

AMENDED

EXHIBIT B

SCOPE OF PROFESSIONAL SERVICES - BASIC; COMPLETION SCHEDULE

SCOPE OF PROFESSIONAL SERVICES - URBAN FOREST MASTER PLAN

OVERVIEW

The Urban Forest Master Plan (UFMP) will be a written procedure manual and policy document that shall be used by all City Departments. The UFMP is a long-term master plan and will primarily focus on public trees with an emphasis on City Street Trees and public facilities but will also consider the golf course and open space areas. UFMP will also make recommendations regarding increasing and maintaining canopy coverage for trees on public and private property within the City limits and future annexations. The long-term plan will focus on urban forest management goals and objectives for the next 40 years. The long-term goals need to be broken down into attainable 3-5 year milestones for the first twenty years.

The UFMP shall include sections on work programs, policies, ordinances, sustainable urban forest management, design, planting, staffing, stewardship, carbon offset, storm water management, creek, open space and natural resource management, public tree inventory, and community participation and education.

The Consultant shall review the City's ordinances, policies, programs, and best management and design practices that relate to trees within Chico. The plan shall dove-tail and be placed in context with other City plans such as The General Plan, Bidwell Park Master Management Plan,

Storm Water Plan, Climate Change Action Plan and others. The Consultant shall make recommendations and develop a streamlined process and a binding procedure manual that can be used by all City departments and other stakeholders.

The UFMP shall incorporate models of urban forest sustainability and climate resiliency. The Consultant shall identify Key Performance Indicator metrics (KPIs) that can be used to measure and communicate progress of the UFMP.

See Attachment 3 for details on how the Consultant will accomplish these tasks.

lots, trees in natural areas, golf courses, medians, planted under utilities, and privately-owned trees shall be created by the Consultant. Furthermore, the Consultant shall recommend which new tree species and cultivars should be introduced to Chico's urban forest to increase diversity and climate change resiliency. Consultant shall create a process to identify over time which species will thrive and are suitable for this area.

The Consultant shall also recommend which species need to be removed from the list, either due to failure to thrive or due to a current over-representation in the tree palette. The Master List shall be easy to understand for all stakeholders. It shall also categorize trees according to water use and classify as native, near native or ornamental, as well as other useful parameters. The Consultant shall provide professional services to achieve the overall goal of the project, which is to advance urban forestry management in the City of Chico by facilitating a proactive approach to tree maintenance and to improve the community's (residents, elected officials and staff) access to and knowledge of the condition, value, needs and benefits of the City's urban forest.

See Attachment 5 for details on how the Consultant will accomplish these tasks.

MEETINGS & OUTREACH

The Consultant must assess and meet with all involved City departments that affect or may be affected by trees and that relate to tree maintenance, preservation, management and design. Public outreach meetings with key stakeholders shall be set up by the Consultant and may be planned and organized in partnership with local non-profit groups. Input from citizens and non-profit organizations regarding future urban forest management, best management practices and concerns shall be incorporated into the plan.

The City anticipates six (6) to eight (8) meetings with City staff and four (4) to six (6) public meetings in addition to one presentation of the final draft to Bidwell Park and Playground Commission (BPPC). The number of meetings may increase if the City determines it is necessary.

The Consultant shall develop in partnership with local non-profit groups novel and authentic methods of outreach and engagement using protocols developed by, but not restricted to, the

International Association for Public Participation (IAPP).

The Consultant shall provide key information about Chico's urban forest and its sustainable management to be put on the City of Chico's website. Consultant shall also host continuous and easily accessible outreach opportunities through the internet.

See Attachment 4 for further information on:

- Monthly Meetings
- City Staff Interviews
- Community Engagement
- The Working Group
- Urban Forestry Summit
- Community Outreach Materials
- Online Outreach Opportunities

CANOPY COVERAGE ANALYSIS

The Canopy Coverage Analysis shall include public trees (including open space and natural resource areas) and private trees. The Analysis must assess and compare the current canopy coverage of Chico's urban forest and show the change in canopy coverage over the last 20 years. A citywide tree inventory (31,400 trees and 4,000 vacant planting sites), not including trees on private property and open space areas, was completed in 2009 and an i-Tree Streets analysis was conducted in 2011. A revised street tree inventory was completed in 2021 (34,579 trees including a partial inventory of park trees and 9,539 vacant planting sites).

Analysis of these urban tree canopy assessments shall be used to develop an achievable canopy goal. A sustainable action plan with methods and processes to meet this goal shall be developed for the next 20 years. General goals and guidelines, that will be refined in the future, shall be developed for the planting time series from 21 to 40 years.

A citywide Master Tree List with sub lists for parks, streetscapes, bio-retention areas, parking lots, trees in natural areas, golf courses, medians, planted under utilities, and privately-owned trees shall be created by the Consultant. Furthermore, the Consultant shall recommend which new tree species and cultivars should be introduced to Chico's urban forest to increase diversity and climate change resiliency. Consultant shall create a process to identify over time which species will thrive and are suitable for this area.

The Consultant shall also recommend which species need to be removed from the list, either due to failure to thrive or due to a current over-representation in the tree palette. The Master List shall be easy to understand for all stakeholders. It shall also categorize trees according to water use and classify as native, near native or ornamental, as well as other useful parameters. The Consultant shall provide professional services to achieve the overall goal of the project, which is to advance urban forestry management in the City of Chico by facilitating a proactive approach to tree maintenance and to improve the community's (residents, elected officials and

staff) access to and knowledge of the condition, value, needs and benefits of the City's urban forest.

See Attachment 5 for details on how the Consultant will accomplish these tasks.

TREE BROCHURE (OPTIONAL)

If requested by the City, the Consultant shall create a City of Chico Tree Species Selection brochure that follows guidelines developed during the UFMP development. Three hundred (300) printed copies of the brochure and a downloadable PDF shall be included.

Total cost for the brochures, if this item is requested by the City, shall not exceed \$9,500.

SERVICES TO BE PROVIDED BY CITY

The City shall provide the following:

1. Available tree inventory data.
2. Document transfer of relevant policies, plans, and ordinances related to trees.
3. Support in identifying Working Group members.
4. Scheduling assistance to identify timing of the Urban Forestry Summits.

COMPLETION SCHEDULE

1. Work on this project shall begin within fourteen (14) calendar days of the contract award.
2. The first UFMP draft shall be completed ~~within one hundred and fifty (150) calendar days from the day of the commencement of work.~~ **by April 22, 2022 (Amendment No. 1).**
3. The second UFMP draft with all revisions shall be completed within sixty (60) calendar days of the first draft.
4. The third and final UFMP draft with all revisions shall be completed by ~~March 1, 2022.~~ **September 30, 2022 (Amendment No. 1).**
5. Contract ends ~~March 13, 2022~~ **March 31, 2023 (Amendment No. 1).** There shall be no contract extension past this date.

For more details on these milestones and a proposed project schedule table, see Attachment 6.

AMENDMENT NO. 1

CITY OF CHICO - PROFESSIONAL SERVICES AGREEMENT

DUDEK

Architect/Consultant/Engineer

URBAN FOREST MASTER PLAN & CANOPY COVERAGE ANALYSIS

Project Title

100-686-5330/99276-000-4800

Budget Account No.

AMENDED
EXHIBIT C

COMPENSATION

Compensation for services shall be based upon monthly invoices received and shall be paid in accordance with the completion of tasks outlined ~~below~~ **on page C1-R2. Invoices shall be submitted in the format shown on page C1-R3 (Amendment No 1).**

The month of completion shown in the Table ~~above~~ **on page C1-R2 (Amendment No 1)** is subject to change, with prior approval from the City.

Hourly Rates for Consultant Personnel shall remain fixed for the duration of the Agreement. The table of hourly rates is shown on page C1-R2 (Amendment No 1).

Total maximum compensation for the Urban Forest Master Plan and Canopy Coverage Analysis shall not exceed ~~\$138,683~~ **\$139,893 (Amendment No 1).**

Total maximum compensation for the City of Chico Tree Species Selection Brochure shall not exceed **\$9,500.**

Table 1. Project Schedule

Tasks	2021			2022												2023		
	O c t	N o v	D e c	J a n	F e b	M a r	A p r i l	M a y	J u n e	J u l y	A u g	S e p t	O c t	N o v	D e c	J a n	F e b	M a r c h
1. Meetings																		
a Kickoff Meeting																		
b Monthly Meetings																		
c City Staff Interviews																		
2. Community Engagement																		
a Working Group																		
b Urban Forestry Summit																		
c Outreach Materials																		
d Internet Outreach/Photo Contest																		
3. Canopy Cover Analysis																		
a Application of Canopy Cover Analysis																		
b Tree Equity Score Analysis																		
4. Diverse and Resilient Tree Inventory																		
a Citywide Tree Planting Analysis																		
b Street Tree Master Plan Planting Map																		
5. Current Status of the Urban Forest																		
a Urban Forest Composition Analysis																		
b Comprehensive City Review																		
c Strategic Plan																		
d Implementation and Monitoring Plan																		
e Community Assessment and Goal Setting Analysis																		
6. Final Document and City Council Approval																		
a Urban Forest Master Plan (UFMP) Outline																		
b Preparation/Submittal, First Draft of UFMP																		
c Preparation/Submittal, Second Draft of UFMP																		
d Preparation/Submittal, Final Draft																		
e Presentation to Bidwell Park & Playground Comm.																		
f Presentation to City Council																		

Table of Hourly Rates:

Title	Hourly Rate
Analyst III	\$ 100.00
Analyst V	\$ 120.00
Creative Services IV	\$ 160.00
GIS Analyst III	\$ 140.00
Principal	\$ 245.00
Publications Specialist I	\$ 85.00
Senior Specialist II	\$ 200.00
Senior Specialist III	\$ 220.00
Specialist II	\$ 145.00
Specialist IV	\$ 170.00
Technical Editor III	\$ 145.00



1000 N. 1ST ST.
 SUITE 100
 DENVER, CO 80202
 TEL: 303.733.1100 FAX: 303.733.1101

City of Chico, Urban Forest Master Plan
 Project #14057
 Professional Services Rendered Through **DATE**

Invoice # **123456**
 Billing Date **DATE**

Task	Contract Amount	Total Billing	Previous Billing	Invoice #123456
1. Meetings	\$12,053			
a. Kickoff Meeting	\$655			
b. Monthly Meetings	\$7,238			
c. City Staff Interviews (8)	\$4,160			
2. Community Engagement	\$27,640			
a. Working Group	\$5,320			
b. Urban Forestry Summit (2)	\$20,000			
c. Outreach Materials	\$1,160			
d. Internet Outreach/Photo Contest	\$1,160			
3. Canopy Cover Analysis	\$29,950			
a. Canopy Cover Analysis	\$28,790			
b. Tree Equity Score Analysis	\$1,160			
4. Diverse and Resilient Tree Inventory	\$8,820			
a. Citywide Tree Planting Analysis	\$2,320			
b. Street Tree Master Plan Planting Map	\$6,500			
5. Current Status of the Urban Forest	\$11,220			
a. Urban Forest Composition Analysis	\$5,120			
b. Comprehensive City Review	\$3,580			
c. Strategic Plan	\$1,360			
d. Implementation and Monitoring Plan	\$680			
e. Community Assessment and Goal Setting Analysis	\$480			
6. Final Document and City Council Approval	\$49,000			
a. Urban Forest Master Plan (UFMP) Outline	\$290			
b. Preparation/Submittal, First Draft of UFMP	\$21,750			
c. Preparation/Submittal, Second Draft of UFMP	\$6,380			
d. Preparation/Submittal, Final Draft	\$17,000			
e. Presentations to Bidwell Park and Playground Commission	\$2,420			
f. Presentation to City Council	\$2,320			
Total	\$139,893			

Invoice Amount \$ _____