



Office of the City Manager

23

CONSENT CALENDAR
October 28, 2025

To: Honorable Mayor and Members of the City Council
From: Paul Buddenhagen, City Manager
Submitted by: Terrance Davis, Director, Department of Public Works
Subject: Contract No: 32300115 Amendment: On-Call Arborist Services, HortScience
Bartlett Consulting

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 32300115 with HortScience Bartlett Consulting for on-call arborist services, increasing the contract amount by \$270,000 for a total not to exceed amount of \$395,000 and extending the term of the contract from December 31, 2025, to February 9, 2028.

FISCAL IMPACTS OF RECOMMENDATION

Funding for this contract amendment is available in the Fiscal Year (FY) 2026 capital improvement program budget in the Capital Improvement Fund (501) and Measure FF-Street Repair (166). Funding for FY 2027 and FY 2028 is subject to appropriation in the future fiscal years' capital budget based on the department's needs for arborist services.

CURRENT SITUATION AND ITS EFFECTS

In order for specific capital improvement programs to move forward, City resources must be supplemented with outside arborist consultants. Public Works projects require arborist services to assess trees adjacent to improvements when root systems are exposed during construction to provide recommendations for root treatment and tree preservation strategies, and to monitor construction activities that may impact trees. Additionally, wildlife biology surveys are required when project work limits overlap with sensitive habitat areas and during bird nesting seasons to ensure compliance with environmental regulations. Since Public Works does not have arborist positions and the City does not employ wildlife biologists, consultant services are essential for these specialized assessments. HortScience Bartlett Consulting provides wildlife biology services through their subconsultant LSA Associates.

The contract with HortScience Bartlett Consulting was established to provide on-call arborist services from FY 2023 through FY 2026, with a not to exceed amount of \$125,000. This contract was authorized by City Council on September 20, 2022, through Resolution No. 70,534-N.S., following a competitive procurement process (RFQ Specification No. 22-11520-C).

From February 9, 2023, to July 31, 2025, the City has encumbered approximately \$90,000 (72%) of the total contract amount for arborist services. The remaining contract capacity is projected to be appropriated by the end of the calendar year. With the anticipated increase in capital improvement projects due to the recent passage of Measure FF, staff proposes amending the contract for HortScience Bartlett Consulting to increase expenditure authority by \$270,000 for a total not to exceed amount of \$395,000.

These services support the Strategic Plan goal of providing state-of-the-art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

The Department manages capital projects through design and construction. The Department lacks in-house arborist expertise, necessitating consultant arborist services for projects with work areas adjacent to trees. Additionally, the City does not employ wildlife biologists, making outside consultant services essential for required biological surveys. The City has successfully utilized HortScience Bartlett Consulting to assess trees when roots are exposed during construction, and provide tree protection recommendations. Through HortScience Bartlett Consulting subconsultant LSA Associates, the City has been able to conduct required wildlife surveys including nesting bird assessments in sensitive habitat areas

ENVIRONMENTAL SUSTAINABILITY

There are no negative environmental effects of this action. This contract will help ensure the successful completion of capital improvement projects while protecting the City's urban forest, when feasible. The arborist services help minimize impacts to trees during construction by assessing tree health when roots are exposed and providing mitigation recommendations, supporting safety and the City's climate action goals by preserving mature trees that provide carbon sequestration, air quality improvements, and urban heat island mitigation. Additionally, wildlife biology surveys ensure compliance with environmental regulations and protect sensitive species during construction activities.

RATIONALE FOR RECOMMENDATION

HortScience Bartlett Consulting has expertise in arboriculture and provides wildlife biology services through their subconsultant LSA Associates, and has demonstrated excellent performance under the current contract. Public Works does not have arborist positions and requires these specialized services for its capital improvement projects. Furthermore, the City does not employ wildlife biologists, making consultant services the only option for required biological assessments including nesting bird surveys and sensitive habitat evaluations. Amending this contract will assist the City in proceeding with planned capital improvement projects while ensuring safety, proper tree protection, and wildlife assessments.

Contract Amendment: Contract No. 32300115
On-Call Arborist Services, HortScience Bartlett Consulting

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ALTERNATIVE ACTIONS CONSIDERED

Council could choose not to amend this contract, which would require the City to conduct a new procurement process. This would delay the progress of planned capital improvement projects and could result in gaps in service delivery as the current contract nears capacity.

CONTACT PERSON

Wahid Amiri, Deputy Director, Public Works, (510) 981-6396
Ronald A. Nevels, Manager of Engineering, Public Works, (510) 981-6439
Terrence Salonga, Interim Supervising Civil Engineer, Public Works, (510) 981-6447

Attachments:

1: Resolution – Amendment to Contract with HortScience Bartlett Consulting

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 32300115 AMENDMENT: HORTSCIENCE BARTLETT
CONSULTING FOR ON-CALL ARBORIST SERVICES

WHEREAS, on September 20, 2022, by Resolution No. 70,534-N.S., the City Council authorized Contract No. 32300115 with HortScience Bartlett Consulting for on-call arborist services, in an amount not to exceed \$395,000 for a three-year period expiring December 31, 2025; and

WHEREAS, HortScience Bartlett Consulting provides both arborist services directly and wildlife biology services through their subconsultant LSA Associates; and

WHEREAS, the City does not have arborist positions within Public Works or wildlife biologist staff positions citywide to perform the necessary specialized services required for capital improvement projects; and

WHEREAS, capital improvement projects can require specialized services including tree assessments when roots are exposed during construction and wildlife surveys in sensitive habitat areas and during bird nesting season; and

WHEREAS, the City desires to retain on-call arborist services for various Public Works projects, including multiple projects from recently approved Measure FF; and

WHEREAS, HortScience Bartlett Consulting has demonstrated excellent performance in providing arborist services directly and wildlife biology services through their subconsultant LSA Associates under the current contract; and

WHEREAS, funding is available in the FY 2026 budget in the Capital Improvement Fund 501 and Measure FF-Street Repair Fund 166, and funding for future years will be identified and requested for appropriation as project needs arise.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to Contract No. 32300115 with HortScience Bartlett Consulting for on-call arborist services, increasing the amount by \$270,000 for a total not to exceed \$395,000 and extending the term of the contract to February 9, 2028. A record signature copy of said contract and any amendments will be on file in the Office of the City Clerk.