

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made this _____ day of _____, 2019, by the CITY OF GARDEN GROVE, a municipal corporation, ("CITY"), and **Davey Resource Group, Inc.** ("CONSULTANT").

RECITALS

The following recitals are a substantive part of this Agreement:

1. This Agreement is entered into pursuant to City Council approval dated _____.
2. CITY desires to utilize the services of CONSULTANT to **provide Urban and Community Forestry Consulting Services for a grant awarded project specializing in an Urban Forest Management Plan. This Plan includes developing a comprehensive Urban Forest Management Plan, updating the City's Tree Ordinance, Tree Canopy Assessment, and Greenhouse Gas Calculations for project related trees.**
3. CITY does not have the personnel to accomplish said services.
4. CONSULTANT is qualified by virtue of experience, training, education and expertise to accomplish the required services.
5. CITY received the Urban and Community Forestry State funded grant through California Climate Investments (The Greenhouse Gas Reduction Fund) and approved Resolution No. 9498-18 to receive the state funds.

AGREEMENT

THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **Term of Agreement:** This term of the Agreement shall cover services rendered from date of this Agreement until the services to be provided are completed or unless sooner terminated per Subsection 3.4.
2. **Services to be Provided:** CONSULTANT shall provide urban and community forestry consulting services as tasks specified in the CONSULTANT'S Proposal, which is attached hereto as Attachment "A" and incorporated herein by reference. The Proposal and this Agreement do not guarantee any specific amount of work. CONSULTANT'S warrants that all services will be performed in a competent, professional and satisfactory manner in accordance with customary and usual practices in CONSULTANT'S profession and the standards prevalent in the industry for such services. By executing this Agreement, CONSULTANT warrants that it has carefully considered how the work should be performed and fully understands the facilities, difficulties, and restrictions attending performance of the work under this Agreement. It is understood that

any information to be provided by CONSULTANT is an assessment that shall be considered accurate only at the time of observation. Trees are living organisms that grow, respond to their environment, mature, decline, and fall over time. CONSULTANT makes no representation concerning the effect over time of site distributions, environmental or internal conditions of the trees. It is the sole responsibility of CITY to plan and implement whatever continuing inspection and maintenance programs may be advisable to detect, or mitigate potential hazards that may result from future conditions of the trees that CONSULTANT is being asked to assess.

3. **Compensation.** CONSULTANT shall be compensated as follows:

3.1 **Amount.** CONSULTANT shall be compensated for the services provided under this Agreement in accordance with the fee schedule set forth in CONSULTANT's Proposal; provided, however, that total compensation payable by CITY to CONSULTANT under this Agreement shall not exceed the total compensation payable by CITY to CONSULTANT under this Agreement shall not exceed the total amount of **One Hundred Twenty One Thousand, Eight Hundred and Fifty-Six Dollars and 00/100 cents, (\$121,856.00)**, payable in arrears and billed on a time and material basis. Unless otherwise mutually agreed by the parties in writing, CONSULTANT shall not be compensated for any services rendered in connection with its performance of this Agreement, which are in addition to those set forth herein.

3.2 **Payment.** For work under this Agreement, payment shall be made per invoice submitted by CONSULTANT for work completed. Labor and Expenses will be billed per the attached Fee Schedule and Rate Sheet (Attachment "B").

3.3 **Records of Expenses.** CONSULTANT shall keep complete and accurate records of payroll costs, travel and incidental expenses. These records will be made available at reasonable times to CITY.

3.4 **Termination.** CITY and CONSULTANT shall each have the right to terminate this Agreement, without cause, by giving thirty (30) days written notice of termination to the other party. If the Agreement is terminated by CITY, then the provisions of this Section 3 shall apply to that portion of the work completed. In such event, CITY will compensate CONSULTANT for work performed to date in accordance with the Proposal. CONSULTANT is required to present evidence to support performed work.

4. **Insurance Requirements**

4.1 **Commencement of Work.** CONSULTANT shall not commence work under this Agreement until all certificates and endorsements have been received and approved by the CITY. All insurance required by this Agreement shall contain a Statement of Obligation on the part of the carrier to notify the CITY of any material change, cancellation, or termination at least thirty (30) days in advance.

4.2 **Workers Compensation Insurance.** For the duration of this Agreement,

CONSULTANT and all subcontractors shall maintain Workers Compensation Insurance in the amount and type required by law, if applicable. The insurer shall waive its rights of subrogation against the CITY, its officers, officials, agents, employees, and volunteers.

4.3 Insurance Amounts. CONSULTANT shall maintain the following insurance for the duration of this Agreement:

- a) Commercial general liability in an amount not less than \$1,000,000 per occurrence; (claims made and modified occurrence policies are not acceptable); Insurance companies must be approved by the CITY, admitted and licensed in California, and have a Best's Guide Rating of A-, Class VII or better, as approved by the CITY;
- b) Automobile liability in an amount not less than of \$1,000,000 per occurrence; (claims made and modified occurrence policies are not acceptable) Insurance companies must be approved by the CITY, admitted and licensed in California, and have a Best's Guide Rating of A-, Class VII or better, as approved by the CITY.
- c) Professional liability in the amount not less than \$1,000,000 per claim; Insurance companies must be acceptable to CITY and have an AM Best's Guide Rating of A-, Class VII or better, as approved by the CITY. If the policy is written on a "claims made" basis, the policy shall be continued in full force and effect at all times during the term of the agreement, and for a period of three (3) years from the date of the completion of services provided. In the event of termination, cancellation, or material change in the policy, professional/consultant shall obtain continuing insurance coverage for the prior acts or omissions of professional/consultant during the course of performing services under the term of the agreement. The coverage shall be evidenced by either a new policy evidencing no gap in coverage, or by obtaining separate extended "tail" coverage with the present or new carrier.

An Additional Insured Endorsement, **ongoing and completed operations**, for the policy under section 4.3 (a) shall designate CITY, its officers, officials, employees, agents, and volunteers as additional insured for liability arising out of work or operations performed by or on behalf of the CONSULTANT. CONSULTANT shall provide to CITY proof of insurance and endorsement forms that conform to CITY's requirements, as approved by the CITY.

An Additional Insured Endorsement for the policy under section 4.3 (b) shall designate CITY, its officers, officials, employees, agents, and volunteers as additional insured for automobiles owned, lease, hired, or borrowed by CONSULTANT. CONSULTANT shall provide to CITY proof of Insurance and endorsement forms that conform to CITY's requirements, as approved by the CITY.

For any claims related to this Agreement, CONSULTANT's insurance coverage shall be primary insurance as respects to CITY, its officers, officials, employees, agents, and volunteers. Any insurance or self- Insurance maintained by the

CITY, its officers, officials, employees, agents, or volunteers shall be excess of the CONSULTANT's insurance and shall not contribute with it.

If CONSULTANT maintains higher insurance limits than the minimums shown above, CONSULTANT shall provide coverage for the higher insurance limits otherwise maintained by the CONSULTANT.

5. **Non-Liability of Officials and Employees of the CITY.** No official or employee of CITY shall be personally liable to CONSULTANT in the event of any default or breach by CITY, or for any amount, which may become due to CONSULTANT.
6. **Non-Discrimination.** CONSULTANT covenants there shall be no discrimination against any person or group due to race, color, creed, religion, sex, marital status, age, handicap, national origin or ancestry, in any activity pursuant to this Agreement.
7. **Independent Contractor.** It is agreed to that CONSULTANT shall act and be an independent contractor and not an agent or employee of CITY, and shall obtain no rights to any benefits which accrue to CITY'S employees.
8. **Compliance With Law.** CONSULTANT shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government. CONSULTANT shall comply with, and shall be responsible for causing all contractors and subcontractors performing any of the work pursuant to this Agreement to comply with, all applicable federal and state labor standards, including, to the extent applicable, the prevailing wage requirements promulgated by the Director of Industrial Relations of the State of California Department of Labor. The City makes no warranty or representation concerning whether any of the work performed pursuant to this Agreement constitutes public works subject to the prevailing wage requirements.
9. **Disclosure of Documents.** All documents or other information developed or received by CONSULTANT are confidential and shall not be disclosed without authorization by CITY, unless disclosure is required by law.
10. **Ownership of Work Product.** Except for licensed work as provided for in CONSULTANT's Proposal, all documents or other information developed or received by CONSULTANT shall be the property of CITY. CONSULTANT shall provide CITY with copies of these items upon demand or upon termination of this Agreement.
11. **Conflict of Interest and Reporting.** CONSULTANT shall at all times avoid conflict of interest or appearance of conflict of interest in performance of this Agreement.
12. **Notices.** All notices shall be personally delivered or mailed to the below listed addresses, or to such other addresses as may be designated by written notice. These addresses shall be used for delivery of service of process.

- (a) Address of CONSULTANT is as follows:

**Davey Resource Group, Inc.
1500 N Mantua Street
P.O. Box 5193
Kent, OH 44240-5193**

- (b) Address of CITY is as follows (with a copy to):

**Paul Guerrero
Community and Economic Development Department
Real Property Division
City of Garden Grove
P.O. Box 3070
Garden Grove, CA 92840**

13. **CONSULTANT'S Proposal.** This Agreement shall include CONSULTANT's proposal, Exhibit "A" hereto, which shall be incorporated herein. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.
14. **Licenses, Permits and Fees.** At its sole expense, CONSULTANT shall obtain a Garden Grove Business License, all permits and licenses as may be required by this Agreement.
15. **Familiarity With Work.** By executing this Agreement, CONSULTANT warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the facilities, difficulties and restrictions of the work under this Agreement. Should CONSULTANT discover any latent or unknown conditions materially differing from those inherent in the work or as represented by CITY, it shall immediately inform CITY of this and shall not proceed, except at CONSULTANT'S risk, until written instructions are received from CITY.
16. **Timely Manner of Services.** CONSULTANT's services will be performed in a timely manner consistent with good professional practice and the desire that the Project proceeds as expeditiously as practical; and CONSULTANT will use its best efforts to meet the progress schedule.
17. **Limitations Upon Subcontracting and Assignment.** The experience, knowledge, capability and reputation of CONSULTANT, its principals and employees were a substantial inducement for CITY to enter into this Agreement. CONSULTANT shall not contract with any other entity to perform the services required without written approval of the CITY. This Agreement may not be assigned voluntarily or by operation of law, without the prior written approval of CITY. If CONSULTANT is permitted to subcontract any part of this Agreement, CONSULTANT shall be responsible to CITY for the acts and omissions of its subcontractor as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationship between any subcontractor and CITY. All persons engaged in the work will be considered employees of

CONSULTANT. CITY will deal directly with and will make all payments to CONSULTANT.

18. **Authority to Execute.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement and that by executing this Agreement, the parties are formally bound.
19. **Indemnification.** Per California Civil Code §2782.8 effective January 1, 2018, with respects to CONSULTANT's performance of professional services, CONSULTANT agrees to indemnify and hold harmless CITY, from and against any and all claims, losses, damages, or liability, of any kind or nature, arising directly out of CONSULTANT's negligent acts, errors or omissions in the performance of professional services under this Agreement. In the event of any claim within the coverage afforded by an industry-standard professional liability insurance policy, then CITY and each Indemnitee shall control its own defense, and at the time of claim resolution, CONSULTANT shall provide reimbursement for cost to defend. However, in no event shall the cost to defend charged to the CONSULTANT exceed the CONSULTANT's proportionate percentage of fault. Notwithstanding the previous sentence, in the event one or more Indemnitors is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, CONSULTANT shall meet and confer with other parties regarding unpaid defense costs.

This hold harmless agreement shall apply to all liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by CONSULTANT.
20. **Modification.** This Agreement constitutes the entire agreement between the parties and supersedes any previous agreements, oral or written. This Agreement may be modified only by subsequent mutual written agreement executed by CITY and CONSULTANT.
21. **Waiver.** All waivers of the provisions of this Agreement must be in writing by the appropriate authorities of the CITY and CONSULTANT.
22. **California Law.** This Agreement shall be construed in accordance with the laws of the State of California. Any action commenced about this Agreement shall be filed in the central branch of the Orange County Superior Court.
23. **Interpretation.** This Agreement shall be interpreted as though prepared by both parties
24. **Preservation of Agreement.** Should any provision of this Agreement be found invalid or unenforceable, the decision shall affect only the provision interpreted, and all remaining provisions shall remain enforceable.
25. **Limitation of Action.** Any and all actual or alleged causes of action concerning any services rendered pursuant to this Agreement, including without limitation those for indemnification, shall be deemed to have accrued for purposes of any

statutes of limitation or repose as of the date of CONSULTANT's last invoice concerning the Project. Further, in all events the statutes of limitation for such actual or alleged causes of action, including those for latent deficiencies, will be deemed to have run no later than four years after the date of the Project's substantial completion.

26. **Appropriations.** This Agreement is subject to and contingent upon funds being appropriated therefor by the Garden Grove City Council for each fiscal year covered by the term of this Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to the CITY.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS THEREOF, these parties hereto have caused this Agreement to be executed as of the date set forth opposite the respective signatures.

ATTEST:

**"CITY"
CITY OF GARDEN GROVE**

City Clerk Dated

By: _____
City Manager Dated

APPROVED AS TO FORM:

 5-23-19

City Attorney Dated

**"CONSULTANT"
Davey Resource Group, Inc.**

By: _____

Title: _____

Dated: _____

Tax I.D.: _____

If CONSULTANT/CONTRACTOR is a corporation, a Corporate Resolution and/or Corporate Seal is required. If a partnership, Statement of Partnership must be submitted to CITY

Attachment "A" Scope of Work



Professional Services for Preparation of an Urban Forest Management Plan For Garden Grove, California

Proposal Modified May 13, 2019

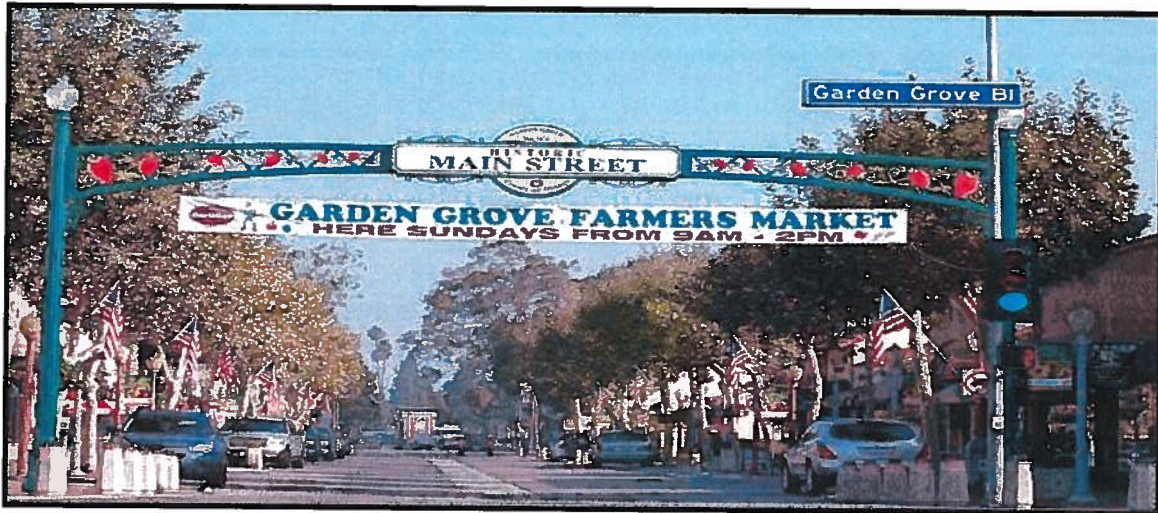


Photo Credit: Garden Grove Chamber of Commerce



Western Region Office
6005 Capistrano Ave., Unit A
Atascadero, CA 93422
Contact: Dorothy Abeyta
(925) 391-5969
Dorothy.Abeyta@Davey.com

Company Headquarters
1500 N Mantua Street
Kent, OH 44240
www.daveyresourcegroup.com

**Professional Services for Preparation of an
Urban Forest Management Plan
for Garden Grove, California**



Table of Contents

1. Executive Summary	1
2. Urban Forest Management Plan Profiles	2
2. Davey Resource Group Personnel	4
3. Project Understanding	7
4. Process and Timeline	23
5. Project Budget	25
6. Fee Schedule for additional GIS Options	26
7. Hourly Rates	27
8. Contract Amendment	27
9. Certificates of Insurance	27
10. Disciplinary Actions and Lawsuit History	27
11. Conflict of Interest	27
12. Business License	27
13. W-9	28
14. Proposal Authorization	29

Executive Summary

Company Name: Davey Resource Group, Inc. "DRG"
Address: 6005 Capistrano Avenue, Unit A, Atascadero, California 93422
Contact: Dorothy Abeyta
Phone: (926) 391-5969 mobile, (800) 828-8312 office
Fax: 805-461-8501
E-Mail: dorothy.abeyta@davey.com

The City of Garden Grove's commitment to advance its urban forest program aligns with its strategic goals and priorities to develop and sustain a healthy, prosperous community. The environmental, economic, aesthetic and health benefits provided by the regional urban forest enhances the City of Garden Grove's livability, desirability and prosperity. Creating and adopting an Urban Forest Management Plan (UFMP) will serve as a guide for understanding, planning and caring for this important resource. An updated Tree Ordinance will provide the authorization and standards for best management activities. By themselves, neither document can assure that the trees in the City of Garden Grove will be improved or even maintained. By infusing and implementing the two documents as a cohesive unit, the City of Garden Grove will position itself with the structure and tools to attain a healthy, vigorous, and well-managed community forest for generations to come.

Davey Resource Group is a national leader in professional urban and community forestry consulting services. Our staff provides extensive knowledge in urban forest management planning and practices drawn from working with communities across North America. For this project, DRG presents our best team of seasoned professionals. Each person is passionate about advancing urban forestry through community involvement, science and technology. They are experts in GIS and i-Tree analysis, urban forestry best management practices (BMP), and comprehensive management services. Working together on behalf of the City of Garden Grove, the DRG team will provide clarity in the use of technology, Urban Forestry industry standards and BMP's and comprehensive research to formulate an UFMP and complementary tree ordinance that is clear, understandable and can be immediately implemented.

The following proposal outlines in detail the specific methodology and project approach we suggest to develop an optimum comprehensive UFMP. A strong UFMP is one that is uniquely identified with the City and community it represents and serves DRG will listen, guide and provide the flexibility required for the City of Garden Grove to develop a meaningful UFMP. We are delighted to have the opportunity to present the following RFP response to collaborate with the City of Garden Grove.

1. Urban Forest Management Plan Profiles

The following project profiles highlight three recent successful urban forest management plan projects and their relevance to the City of Garden Grove's desired outcomes. Each project was completed in accordance with the fully executed agreement for services between the client and DRG.

References

City of Orange, California (2013 - 2014) - Street Tree Master Plan

Alan Truong, PW Maintenance Supervisor atruong@cityoforange.org (714) 251-1105

The purpose of the City of Orange Street Tree Master Plan (STMP) is to provide a framework for the long term care, enhancement, and preservation of the City's street trees. The Plan recognizes the significant environmental and socioeconomic benefits of street trees and their important contribution to the natural beauty and sense of place that characterizes the City of Orange. This Plan identifies the overarching goal, objectives, and strategies that will guide and optimize street tree management operations and future planning and development. It provides a framework for the planning, installation, and maintenance of the City's public street trees. The overarching goal of the Plan is to maximize the impact and value of the City's street tree resource by creating a more robust urban forest through proper planning, appropriate tree care, and the efficient use of available resources.

This project included a revision of the City of Orange Tree Ordinance, i-Tree analysis, stakeholder and resident outreach, and tree planting palette.

City of Patterson, California (2014 - Present) - Inventory, Software and UFMP

Maria Encinas, Public Works Management Analyst mencinas@ci.patterson.ca.us (209) 895-8061

In 2014 Davey Resource Group was awarded a contract with the City of Patterson to provide TreeKeeper tree management software and training and to complete a city-wide tree inventory. In 2017 DRG was once again awarded a contract to provide data analysis of the tree inventory and develop an Urban Forest Management Plan for the City.

The Plan development process explored community values, existing regulations, and policies that protect community trees. The UFMP will serve as a long-term guiding document for city departments and the community. It examines what the City has, what it wants, what it needs, and how to achieve its goals. Patterson's UFMP will primarily focus on public trees (city trees, open space areas and parks) and will also make recommendations regarding increasing diversity and maintaining optimum canopy coverage for trees on public and private property. The plan will focus on urban forest management goals and objectives for the next 40 years and will identify the City's long term urban forest goals in attainable 3-5 year milestone increments.

**Yorba Linda Country Club, Yorba Linda, California (2013)
Tree Management Plan**

Elliot Webber, Superintendent super@yorbalingclub.com (714) 779-2490

Davey Resource group was awarded the tree inventory contract for the country club during the development of the Course Master Plan. Davey’s tree software management system (Treekeeper) was chosen by YLCC to manage the courses urban forest. The tree management plan development process involved a comprehensive review and assessment of the existing tree resource. The tree inventory is continually updated as the course trees are monitored for health, pests and structure by the DRG team. The tree management plan provides a roadmap to successful planning and management of the valuable tree resources on this property.

Additional Related Projects

Davey Resource Group has partnered with more communities nationwide to develop unique, comprehensive, and high quality Urban Forest Plans than any other company. In addition to the above references, the following is a list of other clients in California (clickable links to plans in digital document provided on thumb drive):

Client Location	Year Completed	Urban Forest Master Plan Services Provided By DRG
Woodland, CA	In Progress	<i>UTC Mapping and Analysis, Urban Forest Master Plan</i>
Sacramento, CA	In Progress	<i>UTC Mapping and Analysis, Urban Forest Master Plan</i>
South San Francisco, CA	In Progress	<i>UTC Mapping and Analysis, Urban Forest Master Plan</i>
Merced, CA	In Progress	<i>Inventory, UTC Mapping and Analysis, Urban Forest Master Plan</i>
City of Los Altos, CA	2017	<i>Tree Inventory & Treekeeper software, i-Tree Streets Analysis</i>
City of Atwater, CA	2017	<i>Urban Forest Management Plan</i>
City of Roseville, CA	2016	<i>Inventory, UTC Mapping and Analysis, Urban Forest Master Plan</i>
Mountain View, CA	2015	<i>i-Tree Streets, Tree Canopy Assessment, Community Tree Master Plan</i>
Manhattan Beach, CA	2015	<i>i-Tree Streets, Tree Canopy Assessment, Urban Forest Resource Analysis</i>
Pacific Grove, CA	2015	<i>Inventory, i-Tree Streets, Tree Canopy Assessment, UF Resource Analysis</i>
City of Clovis, Ca	2013	<i>Urban Forest Management Plan</i>

2. Davey Resource Group Personnel

Our proposed teams include project oversight and management, local support, an in-house IT team, and an in-house urban forestry consulting team. All of our field staff, consultants, managers and local support are ISA Certified Arborists. Many of our team specialists also hold higher ISA credentials including Municipal Specialist, Board Certified Master Arborist and the ISA Tree Risk Assessment Qualification (TRAQ) credential. Verification of team member credentials will be provided upon contract award.

Project Management

Emily Spillett, Western Region Urban Forestry Operations Manager joined the Davey Resource Group team in 2001 as a consulting forester. She has seventeen years professional experience working with utility forestry, urban forestry, land use planning, and natural resource management issues. Ms. Spillett currently manages a variety of municipal and utility projects in California, Oregon, and Washington including municipal projects in Palo Alto, Sacramento, San Diego, and other municipalities throughout California and the Western United States. Ms. Spillett leads the team of urban foresters through the unique requirements of consulting projects throughout the West. Ms. Spillett holds a bachelor of science degree in Environmental Forest Biology from the State University of New York College of Environmental Science and Forestry. Ms. Spillett currently serves as Board President of the California Urban Forests Council. She is an International Society of Arboriculture (ISA) Certified Arborist (WE-6702A) and a graduate of the Municipal Forestry Institute. ***(For this project, Ms. Spillett will provide managerial leadership on the project including personnel management, logistical planning, project delivery and cost control.)***

Tina McKeand will serve as the Project Manager for this project and will be the primary contact with the City of Garden Grove. Tina McKeand has managed and contributed to some of the most distinguished urban forestry assessments, management and master plans in the country. Her most recently completed assignments include Urban Forestry Strategic Plans for the cities of Tulsa, Citrus Heights, Manhattan Beach, and Orange County. Previous projects include a *Forestland Assessment and Management Plan* for Anchorage and an *Assessment of Portland Street Trees as a Public Asset* for the Portland Bureau of Planning. She has led Canopy Assessments for the cities of Bonney Lake and Port Angeles, and Advanced Resource Analysis for the State of Montana, Palo Alto, San Mateo, Burlingame, Orange, Clovis, Burlingame, Pasadena, San Mateo, and Tempe. She was a co-author and illustrator for a US EPA project *Stormwater to Street Trees* on the use of stormwater retention strategies in cities across the United States.

Ms. McKeand is a Board Certified Master Arborist and Municipal Specialist (WE-5005BM) and a graduate of the Municipal Forestry Institute. She is the former urban forester for the City of Yuma, Arizona, and has been working for Davey for over ten years. Ms. McKeand is the former president of the Arizona Community Tree Council, a volunteer for the Western Chapter of the International Society of Arboriculture and the Nevada Shade Tree Council.

Urban Forestry Specialists

Allison Serafin joined Davey Resource Group in 2016. Most recently she has been the primary author for Sacramento, CA UFMP and Tracy, CA UFMP. She has supported other projects through writing, editing, and research, including: Denver Green and Gray: Increasing Tree Canopy in Downtown Streetscapes, Boulder, CO UFMP, and Woodland, CA UFMP.

Ms. Serafin is a Certified Arborist (RM-7919A) and Qualified Tree Risk Assessor, with both professional credentialing programs administered by the International Society of Arboriculture. While earning her B.S. in Horticulture from Colorado State University, she worked for Dr. Whitney Cranshaw assisting with research of impacts of systemic pesticides in prevention of Emerald Ash Borer on honey bees and other pollinators, resistance in European Elm Scale, and other horticulture pests.

Additional UFMP Support

Dorothy Abeyta, Project Developer for the Davey Resource Group specializes in urban forestry and environmental resources. Dorothy served as the landscape manager for the City of San José Special Assessment Districts for over 15 years and has vast knowledge of municipal and commercial landscape management, landscape renovation and conversion techniques for environmental stewardship. She managed CalFire grants for the City and currently provides the greenhouse gas calculations for the City of Merced CalFire tree planting reports. Dorothy spent the early part of her career as an independent landscape consultant, writer, speaker and consulting arborist. With over 30 years of experience in the fields of arboriculture, stormwater and landscape management, plant pathology and soil science, Dorothy brings a broad perspective to the field of landscape management and urban and community forestry. Dorothy served on the Board of Directors of the California Urban Forest Council for nine years and president for two years. She graduated in the 2007 class of the Municipal Forestry Institute, holds a Master's degree in Plant Pathology and is an ISA Certified Arborist and Municipal Specialist (WE-9795AM) and is TRACE/TRAQ qualified.

GIS/IT Support

Deborah E. Sheeler, GISP, M.A., is currently the Production Manager of GIS services within DRG. She is a geographic information systems analyst and cartographer with extensive professional experience applying advanced GIS and remote sensing technology to environmental analysis, land use planning, and natural resource management. Her primary responsibilities include supporting the DRG's GIS operations throughout the U.S. and Canada and managing GIS mapping and analysis projects at all scales for utility, urban forestry, and ecological services.

Promoted to a supervisor role in 2006, Ms. Sheeler became the lead GIS programmer for the DRG's custom ArcPad inventory programs and custom Asset Manager Software. She also has experience and knowledge in the field of natural hazards research, AutoCAD®, as well as extensive experience in the utilization, maintenance, and support of mobile mapping hardware and global positioning systems

(GPS). Her daily work involves database and project management, spatial analysis and interpretation, the creation and design of cartographic products through the use of advanced GIS software and managing the development of innovative GIS solutions and services for the DRG.

Prior to joining Davey, Ms. Sheeler was a graduate/teaching assistant at Kent State University where she holds a Master of Arts degree in geography with a concentration in GIS and natural hazards research. She also holds a Bachelor of Science degree in geography from the University of Central Missouri with a minor in earth science. Ms. Sheeler is a member of the Geographic and Land Information Systems (GIS/LIS) Advisory Committee at the University of Akron, American Society of Photogrammetry and Remote Sensing (ASPRS), Ohio Urban Regional System Association (URISA) Ohio Chapter, GIS Users of Northern Ohio (GUONO), and the Kentucky Association of Mapping Professionals (KAMP). She joined the DRG in 1997. (For this project, Ms. Sheeler will provide GIS and mapping services as needed.)

William D. Ayersman, GISP, Geographic Information Systems Coordinator has extensive experience applying spatial analysis and predictive modeling to natural resource issues. His current responsibilities include remote sensing and image analysis, LiDAR analysis, database and project management, and the creation and design of predictive and suitability models. Since 2011, he has been the project lead on all urban tree canopy (UTC) assessment and forestry analysis projects for urban forestry and utility services, including generating custom mapping and reports for transmission right-of-way projects.

Mr. Ayersman plays a key role in the development of Davey Resource Group's innovative GIS tools and solutions, focusing on the urban canopy effects of stormwater, watersheds, and ecosystem cost/benefits analysis. He has experience and knowledge in the field of forestry resource management, cartography, landscape metrics, and spatial statistics. He also has strong interests in the research and development of new spatial analysis procedures, timber stand dynamics, and the ecological impacts of invasive species.

Prior to joining Davey Resource Group, Mr. Ayersman worked as a GIS Analyst for the Natural Resource Analysis Center in Morgantown, West Virginia where he collaborated with WV Department of Natural Resources to obtain goals for a wetland predictive model, conducted watershed and remote sensing analysis, and performed predictive/suitability modeling for invasive species. As a graduate research assistant at West Virginia University, he worked with the USDA Forest Service to design and create a spatial predictive model for the spread of emerald ash borer using GIS as well as a role in applying spatial analysis in order to complete his thesis requirements.

Mr. Ayersman holds a Master of Science degree in Forestry and a Bachelor of Science degree in Forest Management from West Virginia University. He is a member of the Association of American Geographers (AAG), the American Society of Photogrammetry and Remote Sensing (ASPRS), Ohio Urban Regional System Association (URISA) Ohio Chapter, and the Kentucky Association of Mapping Professionals (KAMP). He joined Davey Resource Group in April 2011.

3. Project Understanding

An UFMP serves as a long-term guiding document for city departments and the community. It examines what a city has, what it wants, what it needs, and how to achieve the goals. The City of Garden Grove's UFMP will primarily focus on public trees and will also make recommendations regarding increasing and maintaining optimum canopy coverage for trees on public and private property. The plan will focus on urban forest management goals and objectives for the next 30 to 40 years, and will identify Garden Grove's long term urban forestry goals in attainable 3-5 year milestone increments.

The UFMP will include sections on work programs, policies ordinance, sustainable urban forest management, design, planting, staffing, stewardship, carbon offset, stormwater management, open space and natural resource management public tree inventory and community participation and education. It will serve as a model of urban forest sustainability for the region and is intended to be used by all departments involved in the urban forest. In addition, the UFMP involves the participation of public stakeholders and provides a document that allows them a definitive way to acknowledge the City strategies for Garden Grove's urban forest and find ways to participate in the health and sustainability of the City's trees.

To complete this project DRG will meet with all involved city departments that affect or may be affected by trees, including those that relate to tree maintenance, management and design. DRG will review the City's ordinances, policies, programs, and best management and design practices that relate to trees within Garden Grove. From these assessments DRG will make recommendations and develop a streamlined process and a binding procedure manual that can be used by all city departments. Outreach to key stakeholders will be designed, coordinated and facilitated by DRG with City guidance. All stakeholder interviews will include citizen groups, business owners, non-profit organizations, other government agencies, and educational institutions regarding future urban forest management, best management practices and concerns. DRG anticipates eight (8) to ten (10) meetings with City staff and eight (8) to ten (10) stakeholder interviews. DRG recognizes the number of meetings may increase or decrease at the City's discretion.

The City of Garden Grove has an inventory of public trees which is used to support the preservation and management of community trees primarily in parks and along streets. Inventory data are used to produce a GIS layer that includes vital information about each tree including species, size, condition, and geographic location. DRG will use these data in conjunction with i-Tree Eco benefit-cost modeling software to develop a detailed and quantified analysis of the current structure, function, and value of the community urban forest.

DRG also recommends a canopy coverage analysis based on aerial digital imagery. The Urban Tree Canopy (UTC) assessment is listed with the optional services below. This analysis includes both public and private trees, including open space and natural resource areas. The analysis will provide information to guide the City to set achievable goals to meet an acceptable level of canopy coverage within the region. Additionally, the data can be used to develop a sustainable planting plan with methods and processes in the UFMP to meet Garden Grove's canopy goals for the next 30 to 40 years.

As part of the UFMP DRG will review and recommend updates based on local and regional research to the City of Garden Grove's Street Tree palette and provide recommendations for parks, street side landscapes, trees in natural areas, median spaces and for private homeowners and businesses. Focused attention to the Pacific Electric line will be made to provide guidance to the volunteer plantings occurring in this corridor. We will recommend which new tree species and cultivars can be introduced into Garden Grove's urban forest to increase diversity and improve the resiliency of the urban forest . In doing so we will identify which species are suitable to the regional growing zone and have the potential to thrive. In addition we will also identify which tree species present problems and should be removed from Garden Grove's recommended tree list.

Community understanding and contribution is essential to quality and effective UFMP. Information from the tree inventory analyses and canopy study will be presented and shared using clear, understandable maps and illustrations in a series of three (3) community outreach meetings. The first two of three community meetings will be used to educate the public about the value and benefits of the urban forest and to gather input; and the third meeting to gain consensus and support from the public for the UFMP.

Throughout the process of developing the UFMP, DRG will consistently engage the City staff in dialogue regarding the outcomes and meaning of the analysis results and the direction of the UFMP. DRG plans to deliver presentations to the Downtown Commission, Planning Commission, and City Council regarding the findings and progress on the project to gather input. A presentation to the City Council for their final approval of the UFMP is included.

UFMP Approach

The development of an UFMP is a comprehensive exercise in collaboration, education, research, and community participation. DRG has completed numerous UF strategic management and master plans across the United States and Canada. Each plan has a different outcome; one that meets the needs of the community for which it was developed. We understand that by creating a plan that is collaborative between the City of Garden Grove, its residents and DRG, a unique road map will emerge incorporating the combined experiences and knowledge of all stakeholders.

The framework of the plan will be generated through a proven methodology of industry adopted goal-setting and research. Research will be both historical and current, and conducted by document examination, personnel, and community input. It will be guided by what the City of Garden Grove team asks DRG to look for, as well as our experience in knowing what to look for. It will result in key components that will lead to stronger connections and engagement of the urban forest stakeholders within the city.

The following description of our approach to this project is based on working with communities and entities we have served both locally and regionally across North America. For the City of Garden Grove, we will address all aspects and phases identified in the Request for Proposal (RFP) to create a clear, understandable and useful UFMP that reflects the vision, needs, culture and environment of the City.

Research and Information Gathering

Kickoff Meeting

We prefer to begin every UFMP project with a kickoff meeting that includes our project manager (ISA Board Certified Master Arborist), project developer, and our urban & community forestry specialists. For this meeting, it is our hope that your critical project team members will be in attendance. This includes not only a designated project manager, but any key personnel that might be interacting with us throughout this process. At this meeting, we will obtain names and contact information from you for projected interview candidates. We also hope to begin the task of an online survey early in the process. For this reason, we would hope that your public relations / marketing personnel could be present as well. We want to be sure that we are following your community culture and protocols from the start of the UFMP process. We feel that communication is critical and this meeting sets the tone for the project.

After the kick-off meeting, DRG begins the process of “fact gathering”. We approach this in five ways:

- Convene meetings with internal and external stakeholders
- Gather critical internal and external documents that will support the UFMP
- Create an online survey for the community
- Conduct community meetings for stakeholder input
- Develop and perform a Canopy study

Resource Development

Resource development is generally weighted towards the governing entity of the urban forest. However, it is important that all stakeholders within the city, region and state become a part of the plan early. Their contributions lay the groundwork and determine the answers to the question, “What do we have?” Based on our experience, we expect to utilize the following documents but we are not limited to these and may explore additional documents as we conduct our research.

- City of Garden Grove general plan
- City of Garden Grove municipal code (tree and zone sections, landscape and planning sections, others as requested)
- The City of Garden Grove Community Services Department Park Master Plan
- Guidelines for Developing and Evaluating Tree Ordinances (Swiecki, T.J., and Bernhardt, E.A. 2001).
- City of Garden Grove public tree inventory
- City of Garden Grove Adopt-A-Tree and Memorial Tree Programs
- Planting specifications (internal and external)
- Guiding documents from the National Urban and Community Forestry Advisory Committee

- Guiding documents from the Sustainable Urban Forestry Coalition including the Vibrant Cities/Vibrant Communities Initiative
- Cal Green (California Green Building Standards Code)
- California Public Resources Code Section 4799.06 – 4799.12 (Urban Forestry Act of 1978)
- California Urban Forest Council: Urban Forest Master Plan Tool Kit
- AB 32 – California Greenhouse Gas Reduction/Climate Change Information (2006)
- Urban Forests Ecosystem Institute (UFEI)-SelectTree
- University of California Cooperative Extension ANR publications
- Various Solar/Photovoltaic/Tree Conflict legislation as it pertains to the Urban Forest
- Other documents that may impact the plan including those of the CPUC, Fire Codes, CalTrans, and CA Endangered Species Act.

Needs Assessment

A needs assessment is a systematic exploration and analysis of "the way things are" and "the way things ought to be." A *need* is not a want or desire, but rather a gap between the current situation and the optimal situation. We consider this first step one of research and information gathering.

To complete this first step, DRG will meet with all involved city departments that affect or may be affected by trees, including those that relate to tree maintenance, management and design. Their contributions lay the groundwork and determine the answers to the question, "What do we have?" We will address with staff the city practices as they relate to the urban forest. Gaps and or inconsistencies in Best Management Practices will be identified and documented.



Stakeholder Interviews

As written documentation is only a portion of our research, we will also obtain lists and contact information for the City of Garden Grove staff, key City supporters, elected officials, and other stakeholders that share an interest and/or responsibility for the urban forest. We will be guided by the City of Garden Grove during this portion. This part of plan development helps to answer the question, "What do we want?"

Having previously conducted many of these types of projects, DRG has developed a methodology for this critically important task. Our process includes developing a standard set of questions that will be asked during these interviews. These questions do not preclude additional discussion that might be pertinent, but they do allow for consistency in research. In addition, if a critical stakeholder's schedule makes it difficult to conduct the interview, an email survey can take the place of a face-to-face interview.

We develop our questions around the following items:

- Protocols and processes
- Use of available tools
- Relationships and conduct for working together (inter and intra-departmentally)
- Reviewing procedures for development applications when trees are involved
- Projects and planning including Capital Improvement projects
- Ordinances that can impact the management and growth of the urban forest
- Conflict, cohesion, and collaborative efforts affecting the urban forest and its stakeholders
- Utility challenges and opportunities

Potential stakeholder interviews can include:

- Urban forest and tree management personnel within the City (both Planning and Maintenance staff)
- Community Development Department (Engineering & Development personnel)
- Public Works personnel that impact the urban forest (Stormwater, Streets, etc.)
- Environmental Education and Sustainability personnel
- Emergency Management personnel
- Risk Management personnel
- Elected officials
- Appointed officials and committee members (Downtown and Planning Commission, Neighborhood Improvement and Conservation Commission, Parks, Recreation, and Arts Commission, Traffic Commission, etc.)
- Key volunteers and supporters

External stakeholder meetings will be similar to the internal stakeholder meetings. They will include a series of questions that are pertinent to the research and the goals of the management plan and will be conducted in person.

We recommend an online survey to gather public input about the urban forest is an optimal tool for gaining an understanding of public sentiment. We will work with the City's public relations department to develop this and upload to the City's website. We can develop media contact to draw citizens to the survey for better participation.

Staff Access/Communication

DRG has established a reputation of providing layers of support and technical knowledge for all of our projects ensuring work is ongoing and consistent. We are accessible and there is always someone to communicate with as the need arises.

That stated, we ask that you support our efforts to help us reach stakeholders that may be necessary for the desired outcomes. We might also ask that you help us gather city documents that are not

posted publicly. Garden Grove's role in this project will be minimal. We will provide bi-weekly reports as to our accomplishments, so you are prepared for what is needed to support a successful project together.

Urban Forest Analyses

Vital information regarding urban forest structure and benefits can be developed using data from an up-to-date tree inventory and the i-Tree Eco software. However, most tree inventory data only contain information regarding public trees. An Urban Tree Canopy (UTC) assessment covers both public and private trees and can be obtained from the use of GIS and aerial imagery. Both of these analyses are important tools to help inform and guide the development of an UFMP.

DRG successfully uses both methods or a combination of the two to deliver the most complete information available. At minimum, we recommend analysis of the street tree inventory with i-Tree Streets. A more in depth UTC analysis of aerial imagery is strongly recommended.

i-Tree Eco

Although i-Tree Streets is still available for use, DRG recommends using i-Tree Eco. i-Tree Eco is the most current available science and is replacing i-Tree Streets.

Understanding the current state of any resource is the key to developing a successful and sustainable management strategy. Analysis of the City's tree inventory will provide valuable information about the composition, relative age, performance, and overall health of the tree population throughout Garden Grove's public right of ways. i-Tree Eco uses tree inventory data to quantify the dollar value of annual environmental and aesthetic benefits: energy conservation, air quality improvement, CO₂ reduction, stormwater control, and property value increase.

Similar to infrastructure such as roads, sewers and sidewalks, street trees, when effectively managed, provide valuable services to urban communities. The i-Tree suite of software tools provide the models necessary for cities to analyze the street trees and assess the value of the services they provide. Knowing that the urban forest doesn't exist in a vacuum, DRG will point efforts toward critical issues that are of concern to Garden Grove such as **stormwater runoff** and **air quality**. i-Tree was developed in partnership with USDA Forest Service, the National Arbor Day Foundation, the Society of Municipal Arborists, the International Society of Arboriculture, Casey Trees and Davey Tree Expert Company.

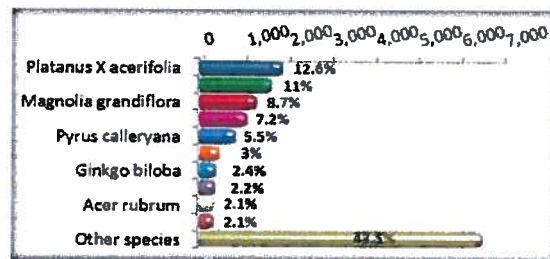
i-Tree Eco focuses on the benefits provided by a municipality's street trees. It makes use of a sample or complete inventory to quantify and put a dollar value on the street trees' annual environmental and aesthetic benefits. i-Tree Eco also describes urban forest structure and management needs to help managers plan for the future. The software assesses different functions of the urban forest such as land cover, stormwater systems, individual or multiple trees at the parcel level, air pollution, carbon monitoring and so much more.

i-Tree Eco is designed to provide accurate estimates of:

- Urban forest structure (e.g., species composition, number of trees, tree density, tree health, etc.), analyzed by land-use type.
- Hourly amount of pollution removed by the urban forest, and associated percent air quality improvement throughout a year. Pollution removal is calculated for ozone, sulfur dioxide, nitrogen dioxide, carbon monoxide and particulate matter (<10 microns).
- Hourly urban forest volatile organic compound emissions and the relative impact of tree species on net ozone and carbon monoxide formation throughout the year.
- Public health incidence reduction and economic benefit based on the effect of trees on air quality improvement.
- Total carbon stored and net carbon annually sequestered by the urban forest.
- Yearly avoided runoff attributed to trees summarized by tree species or land use.
- Compensatory value of the forest, as well as the value of air pollution removal and carbon storage and sequestration.
- Tree pollen allergenicity index.
- Pests risk analyses based on host susceptibility, pest/disease range and tree structural value.

In addition to the environment and health benefits generated by the urban forest i-Tree Streets calculates the following aspects of your tree resource:

- Structure (e.g., species composition, age distribution, canopy cover).
- Function (environmental and aesthetic benefits).
- Value (annual monetary value of benefits and costs).
- Management needs (e.g., recommended maintenance, stocking levels, tree conflicts).



Example of species frequency

i-Tree Model and Field Measurements

Using the full tree inventory data provided by the City of Garden Grove, DRG will proceed to transform the data for use within the i-Tree model. The results from this model will be analyzed by DRG and compiled in a report document. This report will be usable by multiple stakeholders in your community as it will:

- Facilitate planning for the future of the urban forest by detailing the long-term needs of Garden Grove’s street tree inventory.
- Describe the costs and benefits of Garden Grove’s street trees as they relate to other city activities including stormwater management projects.
- Support policy development at the City, by functioning as a supplemental educational tool for other city departments.

- Provide important measures of street tree performance to guide Garden Grove staff in maintaining a healthy and sustainable municipal forest.
- Allow both the public and city management a definitive way to acknowledge the value of Garden Grove’s street trees and uncover ways to participate in the health and sustainability of the City’s urban forest.

DRG will provide a questionnaire to the City for additional city statistics that the model requires. Once the model is set up, a DRG urban forestry specialist will analyze and compile the results in a report for the City. The report will use i-Tree Streets to report on the species composition, condition and age distribution, canopy cover and tree replacement values for Garden Grove’s urban forest. The report will include an environmental attribute summary consisting of energy saving calculations, carbon dioxide sequestration, air quality improvement, stormwater runoff reduction, aesthetic, property value and socioeconomic benefits of the urban forest.

Community Meetings

Community meetings are important in developing the UFMP. They also support the question, “**What do we want?**” We suggest that a minimum of three take place; two to gather input, and one to show results and create buy-in from the public. With the assistance of the City, we can assure that there is an abundance of opportunity for public input. When conducting the meetings, the DRG follows a very simple and proven plan:

1. Reveal the results of the resource development (i-Tree Eco, Tree Canopy) in simple terms. This includes helping the community understand the value and benefits the urban forest provides in economic, environmental, and social terms.
2. Help understand what might be missing in Garden Grove’s urban forest and guide community members to understand what the role of the stakeholders is in growing the forest.
3. Allow the community members to give guided input on what is important to them in the development of the urban forest.



The questions we pose are posted during the meeting and participants have the opportunity to “vote” on the questions. The input is utilized to create community recommendations for the UFMP.

Policy Review & Recommendations

DRG will review and develop recommendations consistent with city goals and policies that provide for growth in internal efficiencies, cost reductions, and limiting liability. Recommendations will also support and promote better communication and coordination among city departments that work within and adjacent to the urban forest (trees), decision-makers, and the community. All recommendations will include applicable costs and responsibilities within the city. Operational recommendations will be supported by Best Management Practices of the ISA, Tree Care Industry Association (TCIA), (of which Davey is a member) as well as ANSI.

Maintenance Recommendations and Schedule

In order to promote good health, safe structure, and longevity, most trees in urban settings require regular maintenance. Needs often vary, depending upon species, the size of the tree at maturity, age, and history among other factors. Appropriate and timely care can substantially increase the useful lifespan of individual trees, promoting greater benefits, managing liability, and reducing long-term cost of maintenance.

DRG will review the City's inventory of trees and segregate the tree population by the urgency of care required. The most immediate maintenance needs will be included as part of the initial priority maintenance cycle. The remaining trees will be addressed in the routine maintenance cycle, which can be designed to meet the specific needs of the City. Routine maintenance cycles often extend over a four to five year period. Ultimately, DRG will outline a simple roadmap for successfully maintaining the community tree resources, providing Garden Grove with pruning and maintenance cycles and alternate work priorities and priority work locations. Additionally, by creating a maintenance schedule, it is possible to reduce the cost to maintain the street tree population over a fixed period of time.

In addition to priority ranking, DRG will develop maintenance recommendations by inventoried trees species. DRG will also develop a general budget to identify associated annualized costs that align with our tree maintenance recommendations.

Removal Criteria

Not all trees are meant to perform well in the urban environment. DRG aligns with the International Society of Arboriculture (ISA) philosophy of "right tree in the right place, for the right reason". Within our UFMP process DRG will review the current recommended tree list and compare it to long-term climate forecast models to project predicted temperature, precipitation and other environmental projections for the next 40 years. We will develop a standard removal criteria for existing trees that addresses climate forecasts, potential negative impacts involving hardscape, utility and view considerations. DRG will develop and recommend clear criteria for tree removal, and implement practices to retain healthy and safe trees for the City of Garden Grove.

Formulate Recommendations

Analyzing the Research

All of the aforementioned resources will be utilized to support and develop a vision for the urban forest. From there, keystones are developed with goals and priority recommendations that support the same principles. This analysis helps answer the questions **“What do we want,”** and **“How do we get there?”**

Through the research, we uncover issues that may include both opportunities and challenges within the urban forest. Issues such as inconsistencies in tree management, conflicts with stakeholder groups, awareness and understanding of the urban forest by elected officials are common findings. Other challenges will arise during the research and subsequent analysis. These issues can lead to recommendations for a more holistic approach to tree management and develop the roadmap for **“How do we get there.”**

Ultimately, the plan will make recommendations based on findings. This points to the final portion of the plan: developing a monitoring and measurement component to determine the effectiveness of the UFMP. This can be a methodical and simple follow-up with assignments for review on an annual basis. Our intent is not to deliver a plan that sits on a shelf and collects dust. Rather, we see the opportunity for Garden Grove to leverage its local and interdepartmental partnerships to create a dynamic response to addressing the needs of the urban and community forest.

After we gather and review the above materials, DRG will develop UFMP goals and standards that address issues related to all public and private trees. DRG will recommend standards to maintaining a healthy, stable, and functional tree canopy, including selection of species that 1) are well adapted and long-lived, 2) maximize tree biomass given each site’s spatial constraints, 3) avoid over-reliance on too few species, and 4) control management costs (pruning, removal, liability). Now is the perfect time to assess the overall condition of the urban and community forest, evaluate the impact of the City’s planting efforts, and plan for the future management of this valuable resource.

Budget Recommendations

Early in the process, DRG will collect information on the operations and management practices as they relate to personnel, equipment resources, and budgets, with the aim of identifying specific options for improving the efficiency of work. Within the information gathering process, DRG will review budgets, staffing levels and types, fleet records, equipment, regulatory documents, and other program and operations information. From this information, and input from staff interviews, DRG will create a generalized budget to address the first five (5) years of the UFMP, with 5-10 year incremental estimates for future planning and stewardship. Specifically within addressing budget recommendations DRG will:

- Evaluate the forestry operations and management practices as they relate to personnel, equipment resources, and budgets, with the aim of identifying specific options for improving

the efficiency of work, specifically focusing on support staffing needed to maintain the tree inventory, streamline work request responses, acquiring and maintaining necessary equipment and to implement a proactive maintenance program.

- Analyze Garden Grove’s work request system and procedures for prioritizing work.
- Review municipal regulations and ordinances related to trees and tree plantings with a focus on the permitting process and mandated activities that impact the urban forestry operations.
- Explore the potential for increasing strategic partnerships for operational tasks.
- Assemble a list of specific recommendations for improving the City’s tree management program.
- Prepare budget estimates to achieve the plan’s recommendations.

Department Funding Recommendations

Sustainable department funding is essential to a healthy urban forestry program. As a component of reviewing the City’s urban forestry operations and management practices, DRG will explore sustainable funding strategies for the department. Interdepartmental efficiencies will be addressed, as will external funding opportunities. Additionally, with our nationwide presence and experience, DRG can also offer input that may include unique practices and funding mechanisms that may not be in practice in California. For all considerations, DRG will present relevant comparisons and provide recommendations for the City of Garden Grove.

Policy Alignment and Consistency

During the operational review, DRG will evaluate the many components of Garden Grove’s urban forestry program. Our review will provide a summary of existing conditions, identify strengths and areas for improvement, and ultimately suggest goals, guidelines, and rationale that, once adopted, will serve to standardize and optimize the community’s forest management program and its arboricultural practices.

DRG will assemble a list of specific recommendations for improving the City’s tree management program, including ways to align with and carry out the recommendations within the City’s General Plan, the Planning Department and other city departments.

Project Review

The final project review begins with the submittal of what we refer to as a 100% complete draft. This is a highly collaborative process where the City and DRG will review all plans, goals, and recommendations developed. Once Garden Grove’s team provides their feedback on the complete draft and we reach consensus on the final elements to be included in the plan, we transition into the graphic design phase of the document.

Our urban and community forest management plans have been designed utilizing a modern appearance and visually pleasing palette that includes a well balanced combination of a narrative

document, tables, images, and maps to share and convey the critical information necessary to achieve your objectives. We intend to utilize not only one of our current urban and community forestry specialists to help design the document, but we also work with a graphic designer to assist in the final layout and design.

Design and deliverable concepts can vary. One concept is to break down the actual document into booklets that can be housed together as one document or stored in a binder and removed for certain projects or specific uses. Another concept is to bind the document completely with sections tabbed for ease of use. The document can be any size, including 11x17. A third concept is to link the document back to an action plan and goals list that can be literally “checked off” as recommendations are achieved. The plan will be designed with a number of audiences in mind. It will be available both in color for Web applications (with dynamic links) and attractively designed in black and white for printing if desired.

Project Deliverables

Urban Forest Management Plan

We are committed to delivering a management plan that is dynamic and useable, incorporates tree management policy, and supports the vision and goals for the City of Garden Grove. Your plan will be formatted for a variety of uses including:

- A tool for planning for the future of the urban forest as it integrates into Garden Grove’s vision for a sustainable future.
- It will assist personnel in budgeting, staffing, and other operational aspects. In addition, it will give staff a tool for coordination on projects both internally and externally, including capital projects.
- The document(s) will support planning policies both internally and externally and speak to both stakeholder groups.
- Urban forest personnel will have a tool that will support their efforts to maintain a healthy and sustainable municipal forest.
- Public stakeholders will have a document that allows them a definitive way to acknowledge the strategies for Garden Grove’s urban forest and find ways to participate in the health and sustainability of the City’s trees.

The document will be narrative text authored by two seasoned project specialists. It will incorporate sections on Program, Policy (including an updated Tree Ordinance), Management, Design, Planting, Tree lists, Maintenance, Staffing, Public Tree Inventory, Community Participation, and Education. All of those components will lead to plans and goals that will be easily recognizable and achievable. We will incorporate all of our findings from meetings, interviews, and online surveys.

Greenhouse Gas Calculations

Davey Resource Group staff has provided the greenhouse gas calculation for several municipalities in California to support CalFIRE grant reporting. CalFIRE requires quarterly updates on grant related activities including tree planting efforts. DRG receives the tree planting data from the grantee on a quarterly basis and provides the necessary information for the greenhouse reduction reporting

required by CaFIRE. DRG has assisted the cities of Merced, Novato, Santa Cruz, Morgan Hill, Rancho Cordova and others by providing this service.

Urban Tree Canopy Assessment

Approach

DRG believes that innovations are what allow us to be the leading tree company in the United States. Ninety percent of our most recent UFMP projects have been supported by canopy analysis data, and have relied heavily on that data to guide the development and final design of the best UFMPs. In addition to the GIS data and analysis resulting from a canopy assessment, the GIS data we deliver to the City will be valuable as a long range planning and analysis tool. The applications for this data will be useful not only for the development of the UFMP but for broader applications across other city departments and regional interests.

Identifying canopy cover, as a measurement tool for healthy communities is fast becoming the norm across the United States. Measuring canopy can be utilized as a climate change tool, social equity understanding, and an economic tool. Canopy defined by an I-Tree Streets Analysis of the tree inventory available is calculated without the use of overhead imagery and only includes public trees within the inventory. An urban tree canopy analysis (UTC) can support an urban forest program by setting a baseline for canopy coverage of all trees within the city limits. From there, the increase in canopy can be measured in time increments to check progress. This is one measuring tool that is tangible and fairly accurate to determining the growth of Garden Grove's urban forest. Understanding where changes have occurred allows us to explore additional patterns and trends, greatly increasing the amount of useful information for the City to consider for addressing strategic tree plantings, equality, justice, and other issues pertinent to planning and creating a welcoming and just city.

A key step to protecting and enhancing a community's urban forest is developing land cover strategies that are supported by critical information like an urban tree canopy (UTC) assessment. This is accomplished by first quantifying a community's current percentage of UTC and other land cover. In addition to establishing the location and extent of existing canopy cover, it is important to evaluate additional metrics, including:

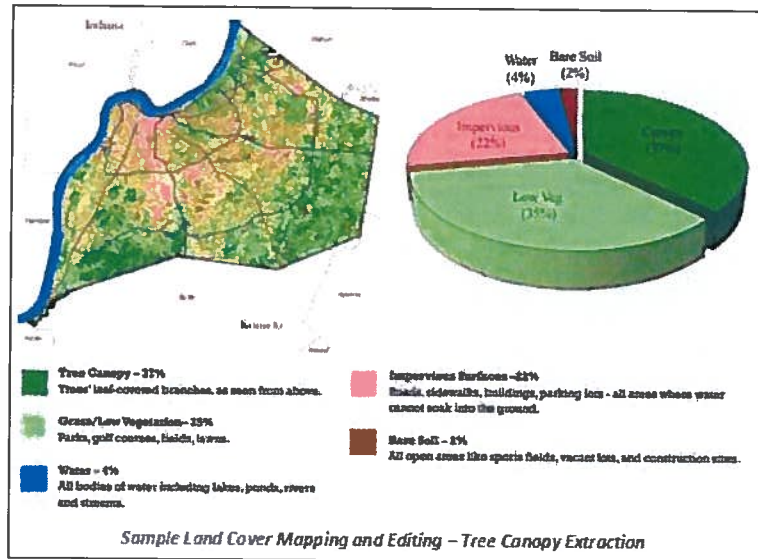
- Ecosystem benefits provided by the existing tree canopy
- Consideration of different models for estimating the cost and value of increasing canopy and projecting future ecosystem benefits.

Methods

The most detailed and comprehensive approach includes completing a full land cover extraction. DRG will obtain the most current National Agricultural Imagery Program (NAIP) leaf-on 1 meter aerial digital imagery acquired by the U.S. Department of Agriculture to provide the most up-to-date land cover extraction. We utilize the NAIP 4-band orthoimagery on a majority of our past and current tree canopy projects, taking advantage of the near-infrared band for a more accurate extraction.

Every project and imagery is different and the results vary depending on the area of interest (urban or rural), the type of imagery (multispectral, natural color, or panchromatic), the date and time the

imagery is acquired, and the accuracy of the processed image. Davey utilizes 3 different techniques to generate the “best” extraction results: 1) a segmentation classification approach, 2) an object-based image analysis (OBIA) approach, and 3) LiDAR (Light Detection and Ranging) data analysis, when available. Secondary source data, provided by the City, can also be utilized in combination with these advanced automated processing techniques. A QA/QC process will be completed using ArcGIS® to

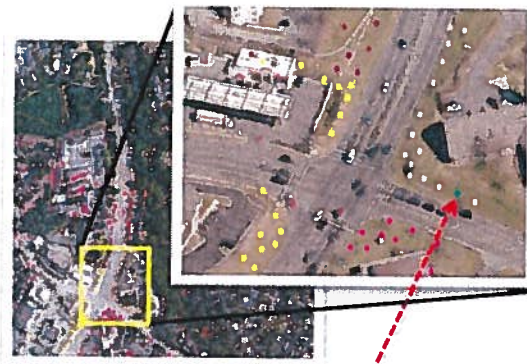


identify, clean, and correct any misclassification or topology errors in the final land cover dataset. Accuracy will be assessed using four metrics: overall accuracy, kappa, quantity disagreement, and allocation disagreement. These statistical methods will generate an error assessment to ensure that Garden Grove’s final canopy layer will have a minimum of 94% accuracy.

This extraction process will provide Garden Grove with a valuable tree canopy cover data layer that spatially represents where tree canopy exists, and can provide a road map for available and most desirable planting spaces. In addition, this GIS layer can be used beyond the UTC Assessment in conjunction with existing GIS information to evaluate the relationship of tree canopy to other assets and issues that may be of interest to the City. The priority planting locations can be based on simply increasing canopy in areas with less cover, or it can be further prioritized based on land use, council districts, human health data, stormwater demands, or any other GIS based data that is available.

Canopy Analyses

After completing the accuracy assessments, the final **comprehensive canopy cover dataset** will be processed in ArcGIS® to measure the overall existing canopy cover for the City of Garden Grove. Additional GIS analysis will be completed using current data sources for further investigation and in



ID	Usage	TRACST	LANDUSE	COUNCIL	BLK/CLUSTER	ORIGINSID	STREET	STREETTYPE	STREETID	OWNERID
1000	Res	A1	R	1	10000000	10000000	1000	St	1000	1000
1001	Res	A2	R	1	10000000	10000000	1001	St	1001	1001
1002	Res	A3	R	1	10000000	10000000	1002	St	1002	1002
1003	Res	A4	R	1	10000000	10000000	1003	St	1003	1003
1004	Res	A5	R	1	10000000	10000000	1004	St	1004	1004
1005	Res	A6	R	1	10000000	10000000	1005	St	1005	1005
1006	Res	A7	R	1	10000000	10000000	1006	St	1006	1006
1007	Res	A8	R	1	10000000	10000000	1007	St	1007	1007
1008	Res	A9	R	1	10000000	10000000	1008	St	1008	1008
1009	Res	A10	R	1	10000000	10000000	1009	St	1009	1009
1010	Res	A11	R	1	10000000	10000000	1010	St	1010	1010
1011	Res	A12	R	1	10000000	10000000	1011	St	1011	1011
1012	Res	A13	R	1	10000000	10000000	1012	St	1012	1012
1013	Res	A14	R	1	10000000	10000000	1013	St	1013	1013
1014	Res	A15	R	1	10000000	10000000	1014	St	1014	1014
1015	Res	A16	R	1	10000000	10000000	1015	St	1015	1015
1016	Res	A17	R	1	10000000	10000000	1016	St	1016	1016
1017	Res	A18	R	1	10000000	10000000	1017	St	1017	1017
1018	Res	A19	R	1	10000000	10000000	1018	St	1018	1018
1019	Res	A20	R	1	10000000	10000000	1019	St	1019	1019

support of the canopy **Priority Planting Analysis provides details specific to each planting location.** assessment process. Area and percentages of canopy cover will be calculated for each land use type

and designation (e.g. citywide, parks and open space, land use, zoning, improvement and redevelopment areas, neighborhoods, subdivisions, flood zones, etc.). This comparison of canopy cover with land designations will become a primary resource for recommendations and goals for the Garden Grove community forest. DRG will analyze the “Possible UTC” as determined by the US Forest Service to identify methods for increasing canopy. “Preferable” planting sites or suitable sites will also be determined based on selected criteria for all involved stakeholders that may be affected by trees and that relate to the tree maintenance, management, and design.

Land cover summaries for the entire city will be analyzed. Additional boundaries such as neighborhoods, census tracts, watersheds, council districts, homeowners associations, etc. can also be assessed pending data availability. Summaries for each of the five classes and potential planting area will be calculated during this procedure.

Building on our remote sensing and GIS analysis experience, DRG has developed a comprehensive working knowledge of i-Tree and its many applications. From identifying the initial land cover data to mapping and graphing actual ecosystem services for the City of Garden Grove, DRG will utilize the tree canopy percentage from the land cover analysis to calculate **ecosystem benefits** for air quality, carbon, and stormwater using i-Tree Software (i-Tree Canopy and i-Tree Hydro, specifically).

Based on this understanding of the canopy coverage and distribution, a **priority planting plan** will be developed for the City. While the final UTC-based planting plan analysis parameters will be decided by the City with input from DRG, the following information will be used at a minimum and as a basis for creating the planting plan and prioritizing target planting areas within the project area per the stated objectives of reducing heat islands, reducing flooding and mitigating stormwater, and maximizing ecosystem services and providing equal access to all citizens:

- Socio-demographics and population density per Census Tract
- Proximity to surface waters and impaired waterways
- Topography, flood plains, and soil types
- Public/private ownership
- Linkages to greenways and other forest resources
- Stormwater problem areas
- Mitigating urban heat island effect

We will utilize current baseline percentages from the UTC assessment to generate possible planting scenarios. This will allow us to estimate future tree plantings to attain a canopy goal, allowing Garden Grove to set the desired canopy cover percentage increase based for specific land use categories. We will report on the feasible number of trees that can be planted within the available planting space and vice versa, estimating budget implications and accounting for the number of trees plantable by crown size. This will include graphs for the existing and projected UTC results, the number of trees within the plantable space, and the estimated cost of planting.

DRG strongly recommends utilizing geospatial analysis to generate the best information for the Planting Plan. The GIS analysis places a point for each tree planting site and provides important decision-making information about each site (e.g. tree canopy size, demographics of site, environment, etc.). Approximate numbers and tree size suggestions are included for each prioritized area with an

emphasis on maximizing the population of large canopy tree species. Tree size assignment results prioritize large tree planting, over medium size trees and medium sized trees over small size.

The figure below illustrates the GIS data layer and associated attributes of a prioritized planting plan. Tree planting areas can be viewed or used as polygons or as points for planning purposes depending on the level of detail required. When viewing either polygons or points, the attribute table will indicate whether the species recommended for a given area is a small, medium, or large tree. The attribute table will also include information organized by identified geographical areas. Those geographical areas identified by Garden Grove may include land use, council district, DAC, high pollution zone, priority level, and/or urban heat island.

Additional Urban Forest Analyses Options (not included in RFP)

The following services are not necessary to meet the City of Garden Grove's needs as stated in the RFP yet they are worthy of consideration based on their value as a method of graphic communication and as a tool for additional City assessment and planning. Because these items are not critical for the services identified in the RFP, these analyses are included here.

OPTION: Urban Tree Resource Analysis and Cost Estimator (UTRACE) Tool Developed by Davey Resource Group, the Urban Tree Resource Analysis and Cost Estimator (UTRACE) tool utilizes current baseline percentages from the UTC assessment to generate possible planting scenarios. The tool is aimed at estimating future tree plantings to attain a canopy goal, allowing a user to set the desired canopy cover percentage increase for the entire project area or specific land use categories. The tool allows the user to determine the estimated number of trees biophysically feasible to plant within the available planting space and vice versa, estimating budget implications and accounting for the number of trees plantable by crown size. UTRACE also generates graphs for the existing and projected UTC results, the number of trees within the plantable space, and the estimated cost of planting. The custom calculator is fully adjustable and will allow the client and regional partners to plan and consider additional planting strategies as conditions change or priorities shift.

OPTION: StoryMap DRG can capture and share Garden Grove's UFMP in an effective visual presentation. StoryMap is put together through a fusion of text, data, and images to detail project findings. Using StoryMap technology, the City of Garden Grove will have the means to showcase the UFMP process to the public in a simplified manner that allows for understanding and learning. This link will take you to a StoryMap Davey created for the City of Cleveland. It's best reviewed in Chrome.
<https://gis.davey.com/CommunityReleaf/Cleveland>

OPTION: Forest Fragmentation - Urban forests provide numerous environmental and socio-economic benefits, but the benefits to wildlife may not always be fully appreciated. The overall health of the urban ecosystem depends highly on the ability of the trees, plants, wildlife, insects, and humans to interact collectively as a whole. A key factor in declining urban health is urban build-up and sprawl, which can lead to the removal and decrease of canopy across a community. Often this effect causes canopies to be fragmented and leads to the degradation of ecosystem health, which in turn leads to a decline in habitat quality and canopy connectivity. This decline results in changes and imbalance to microclimates and increases the risk and susceptibility to invasive species. Fragmentation is a serious

issue that affects almost all urban forests. Using this as a focal point, the community can get a better understanding on the degree of fragmentation of the forest and an understanding of how to address the issue.

OPTION: Socio-Economic and Demographic Analysis - Davey Resource Group can provide an analysis that relates current UTC to socio-demographic and economic data for the city. Data from the most recent census will be aggregated for census tracts and/or blocks groups to determine trends and correlations. This data can be used by the City to prioritize results of the UTC analysis even further. Examination of socio-demographic and economic data can chart positive and negative correlations to the percentage of UTC within the given tract or block group. Data will be assessed on the city level, planning areas, and census tracts.

Typical analysis includes:

- Canopy % vs. median household income
- Canopy % vs. population density
- Canopy % vs. ethnicity
- Canopy % vs. age group
- Canopy % vs. education
- Canopy % vs. poverty rates/unemployment
- Canopy % vs. building value/age

If tree canopy equity or social justice issues are present within the community, this analysis can help identify areas of the community that are underserved. Greater attention can be placed on these areas within the plan to alleviate environmental justice issues. By signaling these deficiencies in tree canopy cover, the City can take steps to ensure that all citizens have equal access to trees.

OPTION: i-Tree Hydro Stormwater Pollution Assessment - Using i-Tree software, DRG will identify the amount of pollutants in stormwater runoff that are generated. Historical data will be analyzed to get the average pollutant runoff within the city limits. This could be essential later on when determining water quality measures and setting goals focused on stream restoration or preservation. Estimated average annual pollutant runoff for total suspended solids, oxygen compounds, phosphorus, nitrogen, and other pollutants will be reported. This is an additional step to the stormwater runoff evaluation. This report will detail the amount of pollutants captured and filtered by trees, which supplements the importance of trees and how they factor into stormwater contribution in terms of water quality.

4. Process and Timeline

Because this is a granted project, and there are deadlines that coincide with the grant, we understand the importance of timeliness. Our experience analyzing large datasets and creating urban forest management, master, and strategic plans, DRG methodology is proven, and we can commit to meeting Garden Grove's desired deliverables within its expected timeframe. We are prepared to begin work within fourteen (14) days after the contract has been awarded and approval by the City Council is received.

DRG can guarantee the City of Garden Grove an UFMP process and timeline that will not be interrupted or delayed due to unforeseen personnel issues. If a DRG staff member experiences an unforeseen problem, we have the ability to replace that team member with another Davey staff

member with similar professional qualifications and expertise. Garden Grove is assured uninterrupted service from DRG.

The estimated timeline is based on the City's request to complete the project within a two-year time frame. DRG will work with the City of Garden Grove staff to develop a firm timeline once the final scope of work has been determined and approved. The approved timeline will include scheduling of the community outreach and engagement component as well as the tree inventory analysis and the canopy study. The tasks/phases likely will not run consecutively without pause, however we are confident we have the ability to move this project forward in a timely basis to meet the needs of the City of Garden Grove.

Urban Forest Management Plan Schedule																									
Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
1 - Kickoff																									
2 Stakeholder Interviews and program/ordinance review																									
Document Review																									
Ordinance Review & Recommendations																									
Internal Stakeholder Interviews (8-10)																									
i-Tree analysis																									
Identify Key Issues and Challenges																									
3: Public Meetings																									
Community-at-Large Workshops (3)																									
City Council meeting (1)																									TBD
Downtown Commission meeting (1)																									
Planning Commission meeting (1)																									
4: Community Engagement																									
Community Advisory Committee Meetings (4)																									TBD
Develop posters, flyers, handouts																									
Online survey																									
Public Service Announcements																									
5: Master Plan-Drafts/Formatting/Imagery																									
Formulating Recommendations																									
Draft #1 - Table of Contents																									
Draft #1 Review (City)																									
Draft #2 - 80%																									
Draft #2 Review (City)																									
Draft #3 - 95% formatted with graphics																									
Draft #3 Review (City)																									
Final Plan																									
6: Greenhouse Gas Calculations for 363 newly planted trees Provided quarterly for two year grant period.																									
7: 5-Land Cover Classes - Spatial Representation of Tree Canopy Cover																									
Analysis of NAIP leaf-on 1 meter aerial digital imagery																									
8: Land Cover Metrics - Analysis of Canopy Cover																									
Area and percentages of canopy cover calculated																									
9: Urban Tree Canopy Report and Maps - Summary of Analysis																									
10: Training and Guide Manuals for City Department Managers																									
Department Level guide Manual																									
Half-day On-Site Managers' Training																									

5. Project Budget

Task	Description	Cost
	Kickoff Meeting	
1	In person meeting on site between DRG Team and Garden Grove staff (designated project manager and any key personnel). DRG will obtain names and contact information for projected stakeholder interviews, begin the task of gathering important files to review (tree ordinance, access to tree inventory, general plan, etc.), and review project scope and timeline.	\$4,291
	Stakeholder Interviews and program/ordinance review	
2	The regulatory and operations review includes 8 to 10 stakeholder interviews on site. Interviews may be individual or group interviews to gain insight into processes, procedures, staffing levels, and budgets. Relevant tree related documents, policies, processes and procedures will be reviewed and recommendations for revisions provided. i-Tree analysis of the street tree inventory will be completed and a report provided on the findings.	\$28,031
	Public Meetings (6 total)	
3	Community-at-Large (3) (two workshops to show results of the tree inventory and canopy study and gather input on what the community wants; one community meeting to show results of Plan and create buy-in from the Public), Formal Public Presentations of the Plan: (one presentation of the plan to the Planning Commission and one to the Downtown Commission, and one presentation to the City Council. The formal presentations to Commissions and City Council are typically made after the Plan is nearing the final stages of completion.	\$19,633
	Community Engagement	
4	Work with staff to form a community advisory committee (CAC). Facilitate and attend 4 CAC meetings coinciding with the weeks prior to major outreach events and plan drafts. Facilitate discussion of problems or challenges to areas of study, and strategies for engaging residents, in particular, underrepresented residents. Develop outreach survey, flyers, posters, and service announcement about UFMP. Monitor survey results and incorporate into plan.	\$12,314
	Master Plan-Drafts/Formatting/Imagery	
5	Provide Table of Contents for staff review and approval. Create 80% draft (loosely formatted and with limited graphics) for staff review and comment. Incorporate comments, format with graphics and submit 95% draft for staff review. Make final changes. Provide electronic copy for color printing, a version for website publication and a version for B/W publication.	\$27,410

	Greenhouse Gas Calculations for 363 newly planted trees	
6	City staff will provide the following information for each tree planted as part of the grant: Tree species; Size of tree at planting (stem caliper); distance and direction to the nearest building (optional); Sun exposure; Estimated mortality (optional); Street address or location identifier. DRG will calculate (in units and associated dollar values) for the grant cycle on a quarterly basis: Greenhouse Gas (GHG) sequestered and avoided (owing to reductions in energy use); Energy conserved; Air pollutants captured and avoided; Stormwater filtered; Tree aboveground biomass. Information will be provided in an Excel spreadsheet format.	\$6,000
7	5-Land Cover Classes - Spatial Representation of Tree Canopy Cover Extraction of data from aerial imagery for coverage of 5-Land Classes: Trees, low vegetation, impervious surfaces (roads, parking lots, rooftops, etc.), water and bare soil.	\$11,647
8	Land Cover Metrics - Analysis of Canopy Cover Area and percentages of canopy cover calculated for each land use type and designation (e.g. citywide, parks and open space, land use, zoning, improvement and redevelopment areas, neighborhoods, subdivisions, flood zones, etc.).	\$1,765
9	Urban Tree Canopy Report and Maps - Summary of Analysis Stand-alone report covering the analysis (including maps) of the Urban Tree Canopy Assessment.	\$7,465
	Department Manager Half-day training and Guide Manual	
10	This half-day training will include a reference guide for managers to the changes to City policy and procedure. The training will include instruction on how to use the City Urban Forest Management Plan, how to keep it up-to-date, and how to field questions from the Public.	\$3,300

Project Investment NTE \$121,856

6. Fee Schedule for additional GIS Options

Optional Deliverable	Description	Cost
UTRACE	Canopy Goal Calculator	\$1,118
Socio-Economic/Demographic	Analysis of Canopy Equity	\$3,824
Priority Planting	Mapbook or target planting areas	\$3,294
StoryMap	Web Based Presentation of UFMP Process https://gis.davey.com/CommunityReleaf/Cleveland	\$7,647
i-Tree Hydro	Stormwater Pollution Assessment	\$1,765
Forest Fragmentation	Analysis of Ecosystem Function	\$1,118

7. Hourly Rates

Key Personnel	Position	Hourly Rate
Tina McKeand	Project Manager	\$ 125
Dorothy Abeyta	Project Developer/Municipal Specialist	\$ 110
Allison Serafin	Urban Planning Specialist	\$ 95
Will Ayersman	Lead GIS Analyst	\$ 105

8. Contract Amendment

Davey Resource Group, Inc. accepts the statement of work listed in this RFP and the City's requirements for professional services agreements including, but not limited to, insurance requirements, indemnification, licensing requirements, representations, warranties, and certificates that are presented herein. Davey Resource Group requests the addition of the following language to the indemnification clause of the contract:

“Any information to be provided by CONSULTANT is an assessment that shall be considered accurate only at the time of observation. Trees are living organisms that grow, respond to their environment, mature, decline, and fail over time. CONSULTANT makes no representation concerning the effect over time of site distributions, environmental or internal conditions of the trees. It is the sole responsibility of CITY to plan and implement whatever continuing inspection and maintenance programs may be advisable to detect, or mitigate potential hazards that may result from future conditions of the trees that CONSULTANT is being asked to assess.”

9. Certificates of Insurance

Certificates of Insurance cover DRG, its agents, representatives, and employees in connection with the performance of services under this Agreement at the minimum levels required by the City of Garden Grove. Certificates will be provided within ten (10) business days of contract award.

10. Disciplinary Actions and Lawsuit History

No pending or settled lawsuits or professional liability claims in which the consultant was involved during the past ten (10) years. No disciplinary actions have been filed, settled, or are pending.

11. Conflict of Interest

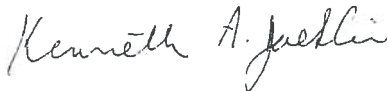
No potential or known conflict of interest regarding this RFP and/or the City exist with DRG or its employees.

12. Business License

A City of Garden Grove Business License application will be filed within ten (10) business days of contract award.

14. Proposal Authorization

Davey Resource Group accepts the statement of work listed in this RFP and the City's requirements for professional services agreements including, but not limited to, insurance requirements, indemnification (with additional language added below), licensing requirements, representations, warranties, and certificates that are presented herein. Davey Resource Group does not have any exceptions to this scope of work.



Kenneth A. Joehlin, Vice President
Davey Resource Group, Inc.

Davey Resource Group requests the addition of the following language to the indemnification clause of the contract:

“Any information to be provided by CONSULTANT is an assessment that shall be considered accurate only at the time of observation. Trees are living organisms that grow, respond to their environment, mature, decline, and fail over time. CONSULTANT makes no representation concerning the effect over time of site distributions, environmental or internal conditions of the trees. It is the sole responsibility of CITY to plan and implement whatever continuing inspection and maintenance programs may be advisable to detect, or mitigate potential hazards that may result from future conditions of the trees that CONSULTANT is being asked to assess.”

DAVEY



PROVEN SOLUTIONS FOR A GROWING WORLD

13. W-9

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
--	---	---

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. DAVEY RESOURCE GROUP, INC.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>5</u> Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts mentioned outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. 1500 NORTH MANTUA STREET	Requestor's name and address (optional) REMIT TO: PO BOX 74142
	6 City, state, and ZIP code KENT, OH 44240	CLEVELAND, OH 44194-4142
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. <small>Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</small>	
	Social security number _____ OR Employer identification number _____

Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below), and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>[Handwritten Signature]</i>	Date ▶ <i>[Handwritten Date]</i>
------------------	---	----------------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)
 Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Attachment "B" Rate Sheet



Hourly Rates

Key Personnel	Position	Hourly Rate
Tina McKeand	Project Manager	\$ 125
Dorothy Abeyta	Project Developer/Municipal Specialist	\$ 110
Allison Serafin	Urban Planning Specialist	\$ 95
Will Ayersman	Lead GIS Analyst	\$ 105