



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

March 7, 2014

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, NY 14202

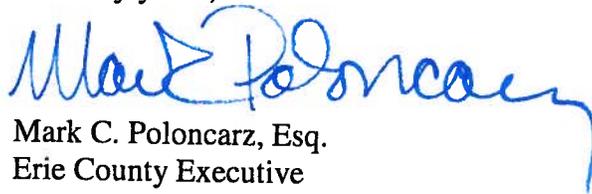
RE: Tree Inventory at Akron Falls and Como Lake Parks

Dear Honorable Members:

Enclosed please find a resolution and an accompanying memorandum from the Department of Parks, Recreation and Forestry requesting authorization to contract with Davey Resource group concerning a tree inventory at Akron Falls and Como Lake Parks.

Should your Honorable Body require further information, please contact Commissioner Troy P. Schinzel at the Erie County Department of Parks, Recreation and Forestry. Thank you for your consideration on this matter.

Sincerely yours,



Mark C. Poloncarz, Esq.
Erie County Executive

MCP/med
Enclosure

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Erie County Parks, Recreation and Forestry
Re: Tree Inventory at Akron Falls and Como Lake Parks
Date: **March 7, 2014**

SUMMARY

The Department of Parks, Recreation and Forestry seeks authorization for the award of an agreement with Davey Resource Group, A Division of The Davey Tree Expert Company, 1500 North Mantua Street, Kent, Ohio 44240 for professional services associated with tree inventory at Akron Falls and Como Lake Parks.

FISCAL IMPLICATIONS

There are no fiscal implications to the County's General Fund. All costs associated with the above referenced professional services will be paid for through a grant the Erie County Department of Parks, Recreation and Forestry received from the New York State Department of Environmental Conservation, as well as the in-kind services of all of the project partners.

REASONS FOR RECOMMENDATION

The Erie County Department of Parks, Recreation and Forestry issued a request for proposals for firms to conduct tree inventories at two County Parks: Akron Falls and Como Lake. A total of nine (9) firms responded to the open solicitation. A proposal review committee consisting of three (3) representatives: two from the Erie County Department of Environment and Planning, and one from the Erie County Department of Parks, Recreation and Forestry ranked the responses based on qualifications using a consistent scoring matrix. Based upon the qualifications scoring and the subsequent review of price proposals, Davey Resource Group is recommended to be retained.

BACKGROUND INFORMATION

In June 2012, the Erie County Department of Parks, Recreation and Forestry in partnership with Erie County Department of Environment and Planning, as well as Daemen and Medialle Colleges, submitted a grant application to the New York State Department of Environmental Conservation requesting funding to conduct tree inventories at two County Parks: Akron Falls and Como Lake. In June of 2013, the New York State Department of Environmental Conservation (NYSDEC) awarded Erie County a \$24,000 Urban & Community Forestry Grant to implement the tree inventory project. Through resolutions approved by the Erie County Legislature on June 7, 2012 (Comm. 11E-6) and February 12, 2013 (Comm. 3E-15) the Department of Parks, Recreation and Forestry has secured the proper authorization to enter into agreements necessary with the granting agency, NYSDEC as well as establish the grant budget.

In accordance with Section 19.08 of the Erie County Administrative Code a formal request for proposals for professional services to develop the tree inventory and associated documents and services was issued on December 13, 2013 with proposals due January 15, 2014. Nine (9) proposals were received, reviewed and evaluated by the project review team. Davey Resource Group's proposal was ranked the highest by the review team and it is the team's recommendation to award the contract accordingly.

CONSEQUENCES OF NEGATIVE ACTION

Erie County will be unable to award the contract for the tree inventory to the firm, which was selected by the review committee following the requirements for professional services contracts outlined in Section 19.08 of the Administrative Code. Without the award of a professional services contract for the tree inventory the County will be unable to implement the grant project and benefit from the information the tree inventory will provide. Therefore, the County will be unable to fulfill their obligations with respect to the grant agreement signed with the NYSDEC. Ultimately, the economic and environmental benefits associated with the tree inventory will be forfeited.

STEPS TO FOLLOW APPROVAL

The County Executive will be requested to execute an agreement with Davey Resource Group in an amount not to exceed \$24,000.00 for professional services associated with the tree inventories at two County Parks: Akron Falls and Como Lake.

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF PARKS, RECREATION AND FORESTRY**

Re: Tree Inventory at Akron Falls and Como Lake Parks

WHEREAS, the County of Erie advertised for and received nine (9) responses to a request for proposals from consulting firms to perform professional services associated with the tree inventories at two County Parks: Akron Falls and Como Lake; and

WHEREAS, a review committee consisting of representatives from the Erie County Department of Parks, Recreation and Forestry and the Erie County Department of Environment and Planning, evaluated all responses to the County's request for proposals, using a consistent scoring matrix; and

WHEREAS, the proposal review committee recommends retaining Davey Resource Group, A Division of The Davey Tree Expert Company, to complete the requested consulting services.

NOW, THEREFORE, BE IT

RESOLVED, that Davey Resource Group, A Division of The Davey Tree Expert Company, be retained to perform professional services associated with conducting the Tree Inventory; and be it further

RESOLVED, that the County Executive and/or Deputy County Executive be, and hereby is, authorized to execute an Agreement with Davey Resource Group, A Division of The Davey Tree Expert Company, 1500 North Mantua Street, Kent, Ohio 44240 for professional services associated with conducting the Tree Inventory at Como Lake and Akron Falls Parks in an amount not to exceed \$24,000.00; and be it further

RESOLVED, that the Clerk of the Legislature send two (2) certified copies each of this resolution to Troy P. Schinzel, Commissioner, at the Erie County Department of Parks, Recreation and Forestry; and one certified copy each to the Erie County Executive; the Erie County Comptroller; the Erie County Director of Budget and Management; and Kristen Walder, Assistant County Attorney.