

## Addendum #1

### City of Kirkland

#### 2023 Public Tree Inventory Project (Job #08-23-PB)

#### Answers to Questions

1. Would it be feasible to extend the submittal deadline by one week to Friday 4/28?

*Yes, the City is willing to extend the RFP deadline to Friday, April 28<sup>th</sup> at 4:00 p.m. PDT. The RFP posting on the webpage has been updated to reflect this. The timeline for the following steps will remain the same as follows:*

Action	Date
RFP Distributed	March 31, 2023
Questions Due	April 7, 2023
Questions Answered	April 11, 2023
<b>Proposals Due</b>	<b>April 21 April 28 2023 – 4:00 p.m. (PDT)</b>
Proposals Scored	May 5, 2023
Interviews	TBD
Contract Awarded	May 31, 2023
Notice to Proceed/Kickoff Meeting	June 7, 2023
Data Collection Ends	October 31, 2023
Project Closeout/Deliverables Due	November 30, 2023

2. We know that juvenile trees can have fewer issues and lower risks associated with maintenance. Will you require an ISA-certified arborist to inventory trees <6" (non-regulated trees) or can another strategy be presented?

*The City is open to other strategies presented by Consultants. Specifically for trees less than 6" diameter, the City would want to know how the Consultant is collecting this information apart from other 6" diameter or greater trees. For example, these small trees are scattered randomly throughout public property, particularly in the right of way, how would the Consultant schedule field work and guarantee quality control to ensure that a Certified Arborist is collecting data for larger 6" plus trees and that this data is not being collected by non-Certified Arborists?*

3. You have said that the tree inventory will be conducted in phases as the budget allows. Do you anticipate securing additional funds if necessary to complete all areas?

*The city currently does not have an approved service package for additional funding to support the Public Tree Inventory Project. Additional funding may be explored but cannot be guaranteed at this time.*

4. What is the City's current tree management software, and is the City interested in considering management software options within this project?

*The City's current tree management software is Centralsquare EAM (Lucity). At this time, the City does not have the internal capacity to support a new system and will not consider alternative management software.*

5. Is the City willing to consider alternative data collection strategies if our approach to quality control ensures the 95% accuracy you require?

*Yes, the City is willing to consider alternative approaches to data collection with the caveat that the City cannot guarantee annual funding to maintain, host, and update data. If there is a strategy that would only require additional funding every few years, the City is willing to consider this approach.*

6. Would you be interested in receiving additional data about each tree such as Height, Leaf Surface Area, and Photos?

*Yes, the City is interested in receiving additional data about each tree such as Height, Leaf Surface Area, and Photos. The City cannot guarantee ongoing annual funding to maintain, host, and update this data.*

7. Regarding 2017/18 tree inventory data; Would the City consider an alternative solution that could create a new database or is there legacy data attributes that must be reconciled and updated?

*The City is potentially willing to consider alternative solutions that create a new dataset. There are several legacy attributes that must be reconciled in order to maintain work history tied to the existing tree records in Lucity. This includes historical requests, work, and inspection data. Alternatively, the City would consider alternative solutions to archiving older attributes and information so they can be referenced if needed but not reconciled into the new dataset and records.*

*If the City considered a new database it must integrate with our existing management software.*

8. What is the city's expectation for identifying potential planting locations? Should the consultant find as many planting locations as possible for \$30,000 or should they locate all sites within the identified census block groups?

*The City's goal is to prioritize tree planting sites in the census block groups referenced in Figure 2 in the RFP. The expectation is that the Proposer will provide an estimate for collecting data on planting sites in those census blocks identified and if there is remaining budget in the \$30,000 allocated, to assess general areas throughout the City that would be suitable for large scale planting efforts as described under Task 2, section 4.*

9. Would the city consider a remotely sensed planting analysis?

*Yes, the City will consider a remote sensing planting analysis. It is expected that the Consultant will provide the City information and examples about how this analysis can be quality controlled, including field verification when needed. This information should*

*include assurances that the analysis will align with the City's right of way tree planting policies including the following parameters:*

- a. Minimum 4.5 foot wide planting strip*
- b. Located more than 3 feet from a road*
- c. Located 5 feet from underground utility lines*
- d. Located 20 feet from street lights or other existing trees*
- e. Located 30 feet from street intersections – 50 feet if it has a stop sign*