

**CITY OF WATSONVILLE
PARKS AND COMMUNITY SERVICES DEPARTMENT**

**Request for Proposals for
URBAN FORESTRY MANAGEMENT PLAN & TREE INVENTORY SERVICES**


RFP Release Date:

Monday, January 25th, 2021

PROPOSALS DUE:

Monday, February 22nd, 2021 by 4:00 pm





City of Watsonville
231 Union Street
Watsonville, CA 95076
REQUEST FOR PROPOSAL (RFP)

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ATTACHMENTS

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- **Attachment B- CAL FIRE Minimum Data Collection Attributes & Urban Forest Management Plan Best Practices**
- **Attachment C – Watsonville Community Forestry Project Grant Agreement**

SECTION 1

REQUEST FOR PROPOSAL

The City of Watsonville is requesting proposals from qualified consultants to provide Urban Forestry Management Planning and other consultant services as specified in this RFP. The required services and performance conditions are described in the Scope of Work. This set of services will be awarded to one firm. The proposer is encouraged to suggest additions or modifications to the scope that will enhance or clarify the work, and these suggestions should be incorporated in the proposal.

This RFP contains information and documents necessary to prepare and submit a responsive proposal. Proposers are cautioned to read all of the documentation provided and will be responsible for complying with all requirements identified herein. A complete, preliminary copy of the City's required Standard Consultant Contract is attached to this RFP as Attachment A. The CAL FIRE required Minimum Data Collection Attributes and Urban Forestry Management Plan Best Practices are provided in Attachment B. Also, the City's Grant Agreement with CAL FIRE is provided as additional project information and context in Attachment C.

SECTION 2

BACKGROUND

The City of Watsonville is a growing community in southern Santa Cruz County with a population of 51,199, according to the last census, and at least 81% of the City's population is Hispanic. Watsonville is known all over the world for its long and rich heritage as a center for agriculture – especially berries. Watsonville is also a proving ground for entrepreneurs and businesses from all types of industries and emerging technologies. Its central location, nestled between the Monterey Bay and the Santa Cruz mountains, offers growing companies quick and easy highway access. Watsonville's location is topped only by its ideal climate and the rustic, small town charm of a close-knit rural community. More information on the City can be found on its website at www.cityofwatsonville.org.

In 2012, the City published an Urban Greening Plan that included a Citywide Street Tree Program element (<https://www.cityofwatsonville.org/774/Urban-Greening-Plan>). The plan consisted of a sample tree inventory, canopy analysis of Watsonville, Street Tree Program framework and Planting Plan that described opportunities for street trees to reinforce and enhance the unique character of Watsonville on a city-wide and neighborhood scale. The Urban Form Analysis within the report found that Watsonville's form and character has three main influences: cultural, agricultural, and natural; and these influences should be considered in the planting of trees to ensure that urban greening efforts help to achieve ecological, economic and cultural goals. The 2012 Urban Greening plan found that Watsonville had 36 distinct tree species but only a 7.8% canopy cover. It recommended a target canopy goal of 40% that would require 1,350 acres of additional tree canopy be added to the City.

Watsonville is a disadvantaged community with limited resources. While the City has a Historical Tree ordinance which protects some trees, it does not have a comprehensive tree preservation ordinance nor a comprehensive plan to preserve and expand the urban forest which results in canopy loss and missed urban forestry opportunities. A tree ordinance was proposed over a decade ago, but was not adopted. However, as the City population expands and climate change becomes a larger issue, there appears to be increased interest from the community to preserve and plant trees. In 2016, the Parks & Community Services Department and Watsonville Wetlands Watch partnered on a CAL FIRE funded tree planting project that resulted in 300 trees planted in Parks and along streets. Several of these planting projects involved volunteers and educational outreach about tree benefits, which further galvanized community interest in trees preservation and planting.

Building on these past efforts, the City applied for a CAL FIRE funded Urban Forest Management Grant in early 2020 and was awarded. On August 3rd, 2020, the City entered into an Urban Forestry Grant agreement with CAL FIRE to develop the "Watsonville Community Forestry Project" (Grant Agreement: 8GG19401 see Attachment C). The project will develop a comprehensive urban forest management plan designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban

forest expansion, and develop appropriate policies needed to sustain and enhance urban forest resources within the City of Watsonville over time. Concurrent with this work, 260 trees will be planted on public streets and within the public right-of way in neighborhoods and private property to improve tree canopy cover and increase public education and awareness of the benefits of this work. The tree planting project component will be conducted by the City and its non-profit partner, Watsonville Wetlands Watch.

The Watsonville Community Forestry Project represents a cross-departmental and inter-agency initiative that will build on past planning efforts such as the Urban Greening Plan (2012) and Climate Action Plan (2015 & 2021 update in progress), while incorporating current city-wide initiatives such as the Green Infrastructure Plan (in progress). Collaborating departments and agencies include the Parks & Community Services Department, The Public Works & Utilities Department, the Community Development Department, the Information Technology Department, Watsonville Wetlands Watch (non-profit), along with numerous supporting organizations and community stakeholders. Above referenced plans can be found here:

<https://www.cityofwatsonville.org/1858/Local-Hazard-Mitigation-Plan>

<https://www.cityofwatsonville.org/1764/Learn-About-Climate-Action-Plan>

<https://www.cityofwatsonville.org/774/Urban-Greening-Plan>

SECTION 3

PROJECT PURPOSE

The City of Watsonville seeks a qualified, professional consultant team to develop a robust Urban Forest Master Plan (UFMP), tree ordinance, city tree inventory, and tree canopy analysis. These should incorporate urban forest management best practices, align with the CAL FIRE Minimum Data Collection Attribute requirements (see Attachment B), including setting Greenhouse Gas (GHG) emission reduction goals and a long-term City tree canopy cover goal. The UFMP will evaluate the current health of the urban forest and document the types, condition, and distribution of trees within the City. The canopy analysis shall also identify opportunities for urban forest expansion for both public and private trees. The UFMP shall provide the City with a long-term plan to manage the City's urban forest and include a comprehensive tree ordinance.

The UFMP shall be a comprehensive guide for the City's urban forest management over the next 50 years. It shall be used to set policy for tree planting, removal, and trimming. It shall also be used to mitigate drought and urban heat island effects. Planning and data review should ensure that the UFMP integrates and leverages existing planning efforts and datasets such as mentioned in Section 2.

Specific issues to be addressed in the UFMP include, but are not limited to:

- declining canopy in older residential neighborhoods and commercial corridors;
- strategies to incentivize tree planting and maintenance in disadvantaged areas;
- strategies to address topped and previously unmaintained or poorly maintained trees;
- strategies to organize neighborhood and community tree planting projects;
- tree preservation ordinance language and analysis of appropriate tree preservation policy instruments and tree care practices across the city;
- options for effective enforcement of the tree preservation ordinance;
- plans for significant high-density residential, commercial, and industrial development;
- strategies to mitigate tree and infrastructure conflicts around streets, sidewalks, and utilities.

The consultant will develop the UFMP through engagement and outreach with City staff, stakeholders, and the community. This will overlap with concurrent grant objectives such as City and non-profit partner led tree planting and outreach in a way that strategically leverages support for the development and adoption of the UFMP and tree preservation ordinance by community leaders.

Specific Project Objectives required of the selected consultant include:

1. Develop a comprehensive city tree inventory, including tree canopy mapping & analysis for the entire City of Watsonville that incorporates existing data.
2. Develop an Urban Forest Management Plan (UFMP) and comprehensive tree preservation ordinance per CalFire guidelines.
3. Obtain community feedback in the development of the UFMP through community engagement meetings by conducting a bi-lingual (Spanish/English) resident survey and through other effective strategies.
4. Establish a new 50 year tree canopy cover goal for the City.
5. Formally adopt the UFMP and tree preservation ordinance.

SECTION 4

SCOPE OF WORK

Duties to be performed by the consultant personnel include but are not limited to the following Scope of Work:

General:

- a. Contract work is anticipated to begin on April 26th, 2021. All work on this project must be completed by September 30th, 2023.
- b. The project area includes the entire City of Watsonville.
- c. The budget for this project is \$269,000 and Consultant shall collaborate with City staff to integrate concurrent grant project efforts in the delivery of their services (reference Attachment C).
- d. The City will provide a Project Manager/Arborist and make available other City Staff the Consultant needs information from to support the project in the Community Development, Information Technology, Parks & Community Services and Public Works & Utilities Department.
- e. The City will provide a venue for in-person meetings, events, and Spanish translation services if required; the City will also advertise and help facilitate community events, meetings, etc.
- f. After contract execution, the Consultant will plan and coordinate a Project Kickoff Meeting with the City project manager and staff team to establish goals, objectives, strategies, needs and timelines for the project.

Tree Inventory & Canopy Analysis Services:

1. Review and integrate existing City tree ESRI GIS Database (the current City tree inventory consists of 3,012 records of tree locations with only common name/species attributes in 83% of instances) and conduct an inventory of all trees located on public property such as sidewalks, streets, medians, public-right of way, public parks, and other accessible City-owned property. Trees in wetland corridors do not need to be inventoried, but should be included in the Canopy analysis. The inventory will include, but will not be limited to, collection of data required that corresponds to CAL FIRE Minimum Data Collection Attributes (see Attachment B) and will be collected within City limits that can be geographically segmented by Council District and land type. Data will be collected in a form compatible with the City's existing ESRI GIS database requirement to facilitate long-term management of data by the City.
2. Provide ESRI-compatible GIS tree inventory database to the city upon completion of inventory.
3. Complete a canopy analysis that provides information on urban forest structure (i.e. species composition, number of trees, tree density, tree health, and other characteristics) that includes trees located outside of public property within city limits and can be geographically segmented. The analysis should integrate existing data sets from prior City projects such as heat exposure areas, disadvantaged communities, impervious surfaces, council districts, land types and Consultant should recommend and create additional analysis of tree canopy on private property, in wetlands corridors and include any other assessments to identify areas of opportunity for planting trees such as by removing concrete/sidewalks, or through planting trees on private property, residential front yards, business complexes, schools, and in other strategic areas. The canopy analysis should integrate the

understanding of climate change, by incorporating urban heat island effects and average land surface temperature, to inform how urban forest management and expansion activities can mitigate heat impacts. It will also provide information on species composition, structure and age. Consultant will integrate any existing and historical data into the model, which may require collaboration with City staff involved in relevant projects and datasets.

4. Use i-Tree or similar software, compatible with CAL FIRE data collection requirements to evaluate the economic value of Watsonville's urban forest and cost-benefit of strategic investment in trees and their care. The analysis will also focus on determination of the value of city trees in terms of species frequency, relative age, overall condition, CO2 sequestration and replacement value.

5. The consultant will determine the optimal size and species of trees to plant in strategic locations for maximum environmental, economic, and cultural benefits. The data will be later used by the City to design shovel-ready projects. The resulting analysis will be integrated throughout the public outreach process and function as a primary resource for recommendations and goals for the urban forest management plan.

Urban Forest Management Plan Services

The UFMP will be led by a science based, community driven process. The plan will identify a fifty (50) year plan to enhance the urban forest with meaningful and achievable goals. The plan will identify a long-term canopy goal. Components of the plan will include an analysis of the current condition of the urban forest, including management methods and stakeholder opinions. The plan will also include an equity analysis to help ensure future urban forest management provides socio-economically equitable benefits to Watsonville residents. During the development of the UFMP, the consultant will conduct a review of the City's Historical Tree Ordinance, and other municipal codes, current tree care practices, policies, and procedures that currently guide management of city trees.

6. The Consultant will meet in person or via video conference call or webinar on a monthly basis with City staff to review the Scope of Work, desired deliverables, schedules, and identify criteria for documenting and developing the UFMP. Discussions should include community engagement strategies and collaboration around the City's concurrent neighborhood tree planting efforts.

7. The Consultant will assess the current status of the City's urban forest and conduct analysis to support a determination for tree canopy goals within the City that meet goals for urban forest health, equity, and related watershed and community benefits. The plan will also identify tree care and maintenance best practices, establish regular pruning cycles and pest control, yearly tree mitigation plantings, community involvement opportunities, related policies and procedures, and develop a comprehensive tree species list for use for future tree plantings within the City. The plan should include a plan or comprehensive set of actions for achieving the desired tree canopy goals.

8. The consultant will develop a comprehensive review of the City's Historical Tree Ordinance and related municipal codes and develop language for a comprehensive tree preservation ordinance that is consistent with the UFMP and the General Plan, the Urban Greening Plan, Climate Action Plan, and Green Infrastructure Plan. The plan will define the needs of a tree preservation ordinance, and monitoring/ oversight responsibilities needed to effectively manage and maintain such an ordinance. It is expected that this work will include an analysis of tree protection policies that might be appropriate for the City of Watsonville and support for the City to determine the best language and structure for the tree preservation ordinance.

9. The consultant will engage city staff, businesses, real estate professionals, builders and designers for landscape schemes and/or plans to incorporate their expertise and experience into the UFMP. The consultant will also facilitate a minimum of (4) stakeholder/community engagement activities (bilingual interpretation to be provided by the city) communications such as community outreach events, surveys, and/or workshops, and develop social media to solicit advice and feedback on UFMP content.

10. With City staff facilitation, deliver a presentation at one City Council meeting on the UFMP process, results, and recommendations that include the adoption of a comprehensive tree ordinance.

11. The Consultant will prepare a draft plan for City review and incorporate City Comments in the final document:

- a. Develop an outline of content by chapter and receive City approval prior to proceeding;
- b. Develop an 80% draft for review and feedback; and
- c. Finalize a 100% document for review and adoption by the City Council within 30 days of receipt of final City comments.

SECTION 5 CONTENTS OF PROPOSAL

The proposal must include the following information in order to be considered:

1. A general description of the firm, and the credentials and background of the principal and team members who will be responsible for the project.
2. A documented summary and listing of past and present experience including at least 2 examples of providing Urban Forestry Management Plan and Tree Inventory Services for other municipal or public agencies.
3. Statement of understanding of the project.
4. A detailed description of the proposer's approach for managing the project. The description should include at a minimum all tasks listed in the "Scope of Work." In addition, the proposer should include any steps/tasks not included in the "Scope of Work" that the proposer thinks would materials affect the quality of the project. The quality and thoroughness of the proposer's description of project tasks is and evaluation criterion.
5. Project Schedule/ timeline by Task and Task Sequencing
6. Consultant Concerns or alternative approaches
7. Statement of agreement to the standard City contract for Consultant Services and insurance requirements.
8. Firm profile or Statement of Qualifications.
9. A minimum of three related business references, including names, addresses, and phone numbers, plus a description of the type of work performed.
10. Cost proposal by Task and total cost.
11. List the hourly rates for any applicable position that may work on the project, and the hours to be spent on the project. Included any other expenses (travel, or probably out-of-pocket expenses). Additional expenses will not be allowed unless specified in the proposal. Costs must be unbundled and listed separately. Provide a total "not to exceed" amount for the project.

Submit proposals electronically to:

To be considered, due to the circumstances of COVID-19, respondents shall submit their proposals electronically by sending one complete PDF file by email or other electronic file transmission service accessible by email (such as Dropbox, Google Drive, etc.) no later than 4:00pm on Monday, February 22, 2021 to:

Ben Heistein, Assistant Parks & Community Services Director
benjamin.heistein@cityofwatsonville.org

An email response will confirm receipt for all electronic submissions successfully received. The cost for preparing a proposal in response to the RFP is the responsibility of the Consultant. The deadlines for submitting questions and other key dates are in Section 9 of this RFP.

City of Watsonville Department of Parks & Community Services
Ben Heistein, Assistant Director
231 Union Street
Watsonville, CA 95076
(831) 421-2905 (mobile)
benjamin.heistein@cityofwatsonville.org

SECTION 6 GENERAL REQUIREMENTS AND INFORMATION

The consultant selected pursuant to this request for proposal will be required to comply with the following requirements:

1. A City of Watsonville business license - All consultants must possess a City of Watsonville.
2. Consultant should possess all applicable licenses and certifications required by the State of California and the City of Watsonville. Consultant shall also maintain all other business and professional licenses that may be required by Federal, State and local codes.
3. W-9
4. Must be able to satisfy all requirements pertaining to insurance (See Section 9 of Sample Consultant agreement)

SECTION 7 SELECTION PROCESS

City staff will review all submitted proposals to determine those Consultants that best meet the requirements of this RFP and the evaluation criteria listed above.

Evaluation Criteria: The City of Watsonville will evaluate the proposals based on the following criteria:

#	Evaluation Criteria	Weight
1	Understanding of the scope of work to be performed	10
2	Response to the project objectives and scope outlined in this RFP	20
3	Creativity and problem solving provided in the proposal	10
4	Community Engagement Strategy	15
5	Qualifications and experience as it relates to the scope of work in the RFP	15
6	References and satisfactory record of performance	10
7	Project Schedule	10
8	Cost Proposal	10
TOTAL POINTS POSSIBLE:		100

All proposals submitted shall be valid for a minimum period of one-hundred and twenty (120) calendar days following the last date established for proposal submission. Proposals may be withdrawn on written request from the proposer at the address shown in this solicitation prior to the last date for proposal submission. Negligence on the part of the proposer in preparing the proposal confers no right of withdrawal after the time set for proposal submission.

It is the intent of the City to enter into and execute a contract for services with the selected consultant no later than sixty (60) days of the last date established for proposal submission. The City reserves the right to reject any and all proposals. The final selection will not be based on the lowest-bid, but rather the best value.

SECTION 8**ACCEPTANCE OR REJECTION AND NEGOTIATION OF PROPOSAL**

The City of Watsonville reserves the right to accept or reject any or all proposals, or select more than one firm to complete this work. After selection by the City, the contents of the submitted proposal will become a contractual obligation. Failure to agree to include the proposal as part of the contractual agreement will result in cancellation of the award.

The City of Watsonville reserves the right to negotiate a modification to, or accept any part of the proposal, and will not be obligated in any way to accept those parts that do not meet the approval of the City. Terms and conditions of the contract will be subject to the approval of the City Attorney. The proposal, draft report, and final report shall become the property of the City of Watsonville.

SECTION 9**SELECTION TIMETABLE**

Prospective bidders are encouraged to save these key dates on their work calendars. Following review of submitted proposals, the City will contact top firms to schedule an interview. At the interview, the prospective bidder will be asked to make a brief presentation of their proposal and answer a series of questions.

City releases RFP	Monday, January 25, 2021
Last day to submit written questions/ clarifications	Tuesday, February 2, 2021 by 5:00pm
City issues responses to questions via addendum	Friday, February 5, 2021
Proposals due	Monday, February 22, 2021 by 4:00pm
Interviews with successful bidders	Wednesday, March 3, 2021
Notification of Intent to Award contract sent to awardee	Monday, March 8, 2021
City Council awards contract	Tuesday, March 23, 2021
Begin work by	Monday, April 26, 2021

SECTION 10**QUESTIONS**

Questions regarding this RFP should be submitted in writing and directed to Ben Heistein, Assistant Parks & Community Services Director, via e-mail at benjamin.heistein@cityofwatsonville.org no later than **Tuesday, February 2, 2021 by 5:00pm**. As necessary, responses to questions will be issued via an addendum to all prospective bidders. The City of Watsonville reserves the right to reject any and all proposals. The City looks forward to your response to this Request for Proposals and appreciates your interest.

***PLEASE NOTE:** This RFP, subsequent addendums, and all attachments are available online at the City of Watsonville's website at:

<https://www.cityofwatsonville.org/1731/View-Current-Parks-Request-for-Proposals>

SECTION 11 RESERVATIONS

Additional information regarding RFP submittal, content, processes and procedures are listed below:

- 1) All proposals will become the property of the City of Watsonville and will not be returned to Consultants. Consultants are advised that all documents submitted with their proposals are public records open to inspection without redaction, and are directed to California Government Code Section 6250 (Public Records Act), which is available on the State Internet site (www.ca.gov).
- 2) The City of Watsonville reserves the right to reject any and all proposals, whether or not minimum qualifications are met, and to modify, postpone, or cancel this Request for Proposal, in whole or in part, or decide to award a contract to perform only some of the services outlined in this Request For Proposal, without liability, obligation, or commitment to any party, Consultant, or organization.
- 3) In addition, the City reserves the right to request and obtain additional information from any candidate submitting a proposal, and to negotiate the final scope of services with the selected consultant. The City is not liable for any costs incurred by consultants prior to issuance of an agreement, contract or purchase order. Costs of developing the proposals, oral presentations or any other such expenses incurred by the consultant in responding to the RFP are entirely the responsibility of the consultant, and shall not be reimbursed in any manner by the City of Watsonville. No materials or labor will be furnished by the City.
- 4) The City reserves the right to waive or permit cure of minor informalities and/or insignificant mistakes such as matters of form rather than substance and to conduct discussions and negotiations with any qualified respondent in any manner deemed necessary by the City to serve its best interests. The City also reserves the right, based on its sole judgment and discretion, to award a contract based upon the written proposals it receives without conducting discussions, interviews or negotiations.
- 5) If, in the opinion of the City, a proposal contains false or misleading statements or references, it may be rejected.
- 6) The City reserves the right to obtain written clarification of any point in a Consultant's proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a Consultant to respond to such a request for additional information or clarification may result in rejection of the Consultant's proposal.
- 7) Failure to comply with these instructions, and the other specific provisions of the RFP, may result in the Consultant's proposal not being reviewed.
- 8) City of Watsonville reserves the right, without qualification, to select a Consultant for further discussions based solely on the content of the RFPs and relevant information obtained from others concerning the respondent's respective records of past performance.
- 9) The consultant's proposal shall not be made contingent upon uncertain events, which shall not have occurred until after the RFP is completed.
- 10) In the event that it becomes necessary to revise any part of this RFP due to inquiries raised, an email notifying an addendum, supplement or amendment to this RFP will be provided to Consultants who received an original invitation to bid via email OR responded to us with their contact information as described on the cover letter of this RFP. Changes to the RFP shall be accomplished by an amended page or pages.

ATTACHMENT A

**CONTRACT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF WATSONVILLE AND _____**

THIS CONTRACT, is made and entered into this _____, by and between the **City of Watsonville**, a municipal corporation, hereinafter called "City," and _____, hereinafter called "Consultant."

WITNESSETH

WHEREAS, the City needs to obtain certain professional, technical and/or specialized services of an independent contractor to assist the City in the most economical manner; and

WHEREAS, Consultant has the requisite skill, training, qualifications, and experience to render such services called for under this Contract to City.

THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES. Consultant shall perform those services as specified in detail in Exhibit "A," entitled "SCOPE OF SERVICES" which is attached hereto and incorporated herein.

SECTION 2. TERM OF CONTRACT. The term of this Contract shall be from _____, 20__ to _____, 20__, inclusive.

SECTION 3. SCHEDULE OF PERFORMANCE. The services of Consultant are to be completed according to the schedule set out in Exhibit "B," entitled "SCHEDULE OF PERFORMANCE," which is attached hereto and incorporated herein. Consultant will diligently proceed with the agreed Scope of Services and will provide such services in a timely manner in accordance with the "SCHEDULE OF PERFORMANCE."

SECTION 4. COMPENSATION. The compensation to be paid to Consultant including both payment for professional services and reimbursable expenses as well as the rate and schedule of payment are set out in Exhibit "C" entitled "COMPENSATION," which is attached hereto and incorporated herein.

SECTION 5. METHOD OF PAYMENT. Except as otherwise provided in Exhibit "C," each month, Consultant shall furnish to the City a statement of the work performed for compensation during the preceding month. Such statement shall also include a detailed record of the month's actual reimbursable expenditures.

SECTION 6. INDEPENDENT CONSULTANT. It is understood and agreed that Consultant, in the performance of the work and services agreed to be performed by Consultant, shall act as and be an independent Consultant and not an agent or employee of City, and as an independent Consultant, shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

SECTION 7. ASSIGNABILITY. Consultant shall not assign or transfer any interest in this Contract nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Contract or any rights, duties or obligations arising hereunder shall be void and of no effect.

SECTION 8. INDEMNIFICATION.

To the full extent permitted by law (subject to the limitations of Civil Code section 2782.8 for any “design professional services” performed under this Contract), Consultant will indemnify, hold harmless, release and defend the City (including its officers, elected or appointed officials, employees, volunteers or agents) from and against any and all liability or claims (including actions, demands, damages, injuries, settlements, losses or costs [including legal costs and attorney’s fees])(collectively “Liability”) of any nature, to the extent arising out of, pertaining to, or relating to Consultant’s negligence, recklessness, or willful misconduct in the performance of this Contract. In no event shall the cost to defend charged to the Consultant exceed the Consultant’s proportionate percentage of fault. Consultant’s indemnification obligations under this Contract are not limited by any limitations of any insurance held by Consultant, including, but not limited to, workers compensation insurance.

SECTION 9. INSURANCE.

A. Errors and Omissions Insurance. Consultant shall obtain and maintain in full force throughout the term of this Contract a professional liability insurance policy (Errors and Omissions), in a company authorized to issue such insurance in the State of California, with limits of liability of not less than One Million Dollars (\$1,000,000.00) to cover all professional services rendered pursuant to this Contract.

B. Auto and Commercial General Liability Insurance. Consultant shall also maintain in full force and effect for the term of this Contract, automobile insurance and commercial general liability insurance with an insurance carrier satisfactory to City, which insurance shall include protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any actual occurrence arising out of the performance of this Contract. The amounts of insurance shall not be less than the following:

(1) Commercial general liability insurance, or equivalent form, with a combined single limit of not less than \$500,000.00 per occurrence. If such insurance contains a general aggregate limit, such limit shall apply separately to each project Consultant performs for City. Such insurance shall (a) name City, its appointed and elected officials, and its employees as insureds; and (b) be primary with respect to insurance or self-insurance programs maintained by City and (c) contain standard separation of insured's provisions.

(2) Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$500,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

C. Workers’ Compensation Insurance. In accordance with the provisions of Section 3700 of the Labor Code, Consultant shall be insured against liability for Workers’ Compensation or undertake self-insurance. Consultant agrees to comply with such provisions before commencing performance of any work under this Contract.

D. Proof of Insurance to City before Notice to Proceed to Work. Consultant shall satisfactorily provide certificates and endorsements of insurance to the City Clerk before Notice to Proceed to Work of this Contract will be issued. Certificates and policies shall state that the policy shall not be canceled or reduced in coverage without thirty (30) days written notice to City. Approval of insurance by City shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from services or operations performed

pursuant to this Contract. Consultant shall not perform any work under this Contract until Consultant has obtained the required insurance and until the required certificates have been submitted to the City and approved by the City Attorney. If Consultant fails or refuses to produce or maintain the insurance required by these provisions, or fails or refuses to furnish City required proof that insurance has been procured and is in force and paid for, City shall have the right at City's election to forthwith terminate this Contract immediately without any financial or contractual obligation to the City. As a result of such termination, the City reserves the right to employ another consultant to complete the project.

E. Written notice. Contractor shall provide immediate written notice if (1) any insurance policy required by this Contract is terminated; (2) any policy limit is reduced; (3) or any deductible or self insured retention is increased.

SECTION 10. NON-DISCRIMINATION. Consultant shall not discriminate, in any way, against any person on the basis of age, sex, race, color, creed, national origin or disability in connection with or related to the performance of this Contract.

SECTION 11. TERMINATION.

A. City and Consultant shall have the right to terminate this Contract, without cause, by giving not less than ten (10) days written notice of termination.

B. If Consultant fails to perform any of its material obligations under this Contract, in addition to all other remedies provided by law, City may terminate this Contract immediately upon written notice.

C. The City Manager is empowered to terminate this Contract on behalf of City.

D. In the event of termination, Consultant shall deliver to City copies of all work papers, schedules, reports and other work performed by Consultant and upon receipt thereof, Consultant shall be paid in full for services performed and reimbursable expenses incurred to the date of termination.

SECTION 12. COMPLIANCE WITH LAWS. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments. Consultant shall obtain and maintain a City of Watsonville business license during the term of this Contract.

SECTION 13. GOVERNING LAW. City and Consultant agree that the law governing this Contract shall be that of the State of California. Any suit brought by either party against the other arising out of the performance of this Contract shall be filed and maintained in the Municipal or Superior Court of the County of Santa Cruz.

SECTION 14. PRIOR CONTRACTS AND AMENDMENTS. This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Contract may only be modified by a written amendment.

SECTION 15. CONFIDENTIAL INFORMATION. All data, documents, discussions or other information developed or received by or for Consultant in performance of this Contract are

confidential and not to be disclosed to any person except as authorized by the City Manager or his designee, or as required by law.

SECTION 16. OWNERSHIP OF MATERIALS. All reports, documents or other materials developed or received by Consultant or any other person engaged directly by Consultant to perform the services required hereunder shall be and remain the property of City without restriction or limitation upon their use.

SECTION 17. COVENANT AGAINST CONTINGENT FEES. The Consultant covenants that Consultant has not employed or retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure the Contract, and that Consultant has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fees, commissions, percentage, brokerage fee, gift, or any other consideration contingent on or resulting from the award or making of this Contract, for breach or violation of this covenant, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the Contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage fee, gift, or contingency.

SECTION 18. WAIVER. Consultant agrees that waiver by City or any one or more of the conditions of performance under this Contract shall not be construed as waiver of any other condition of performance under this Contract.

SECTION 19. CONFLICT OF INTEREST.

A. A Consultant shall avoid all conflict of interest or appearance of conflict of interest in performance of this Contract. Consultant shall file a disclosure statement, if required by City Council Resolution, which shall be filed within thirty (30) days from the effective date of this Contract or such Resolution, as applicable.

B. No member, officer, or employee of the City, during their tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the proceeds thereof and Consultant agrees not to allow, permit, grant, transfer, or otherwise do anything which will result in such member, officer, or employee of the City from having such interest.

SECTION 20. AUDIT BOOKS AND RECORDS. Consultant shall make available to City, its authorized agents, officers and employees, for examination any and all ledgers and books of account, invoices, vouchers, canceled checks and other records or documents evidencing or related to the expenditures and disbursements charged to the City, and shall furnish to City, its authorized agents and employees, such other evidence or information as City may require with respect to any such expense or disbursement charged by Consultant.

SECTION 21. NOTICES. All notices shall be personally served or mailed, postage prepaid, to the following addresses, or to such other address as may be designated by written notice by the parties:

CITY

City Clerk's Office
275 Main Street, Suite 400
Watsonville, CA 95076
(831) 768-3040

CONSULTANT

ADD INFORMATION

SECTION 22. EXHIBITS:

- Exhibit A: Scope of Services
- Exhibit B: Schedule of Performance
- Exhibit C: Compensation

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///

WITNESS THE EXECUTION HEREOF, on the day and year first hereinabove written.
CITY **CONSULTANT**

CITY OF WATSONVILLE

BY _____
Matthew D. Huffaker, City Manager

BY _____
[Name, Title]

ATTEST:

BY _____
Beatriz Vázquez Flores, City Clerk

APPROVED AS TO FORM:

BY _____
Alan J. Smith, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

The scope of services is as follows:

EXHIBIT "B"

SCHEDULE OF PERFORMANCE

Services shall commence immediately upon execution of this Contract. All services performed under the provisions of this Contract shall be completed in accordance with the following schedule:

EXHIBIT "C"

COMPENSATION

a. Total Compensation. The total obligation of City under this Contract shall not exceed

_____.

b. Basis for Payment. Payment(s) to Consultant for services performed under this Contract shall be made as follows and shall [not] include payment for reimbursable expenses:

c. Payment Request. Consultant shall submit a request for payment for services on a monthly basis by letter to Director, or said Director's designated representative. Such request for payment shall cover the preceding monthly period during the term hereof, shall note the City's purchase order number for this Contract, shall contain a detailed listing of the total number of items or tasks or hours for which payment is requested, the individual dates on which such services were rendered, and invoices for reimbursable expenses, if any. Upon receipt in the Office of Director of said payment request, Director shall cause payment to be initiated to Consultant for appropriate compensation.

**ATTACHMENT B
CAL FIRE MINIMUM DATA COLLECTION ATTRIBUTES
URBAN FOREST MANAGEMENT PLAN BEST PRACTICES**

APPENDIX I – Required Management Activities Practices

Minimum Data Collection Attributes for Urban Tree Inventories

IMPORTANT NOTE: Failure to gather data to the below attributes will result in the denial of reimbursement of grant funds unless specific written authorization to deviate from the attributes has been provided by a CAL FIRE Area Urban Forester or the Program Manager prior to invoice submittal.

- **Mapping coordinate.** X and Y coordinate locations (latitude and longitude). Each tree and planting site will be located using GIS and/or GPS equipment.
- **Block side.** The location of each street tree and planting site so that they can easily be identified for future work. Street trees and planting sites will be located using a street name, side of lot, tree number, and block side information (on street, from street, and to street).
- **Location.** The tree's physical location in relation to public Right of Way and/or public space will be recorded.
- **Species.** Trees will be identified by *genus* and *species*, and by common name.
- **Diameter.** Tree trunk diameter will be recorded. This should be to the nearest 1-inch.
- **Stems.** The number of stems a tree has will be recorded.
- **Condition.** In general, the condition of each tree will be recorded in one of the following categories adapted from the rating system established by the International Society of Arboriculture:

Excellent	100%
Very Good	90%
Good	80%
Fair	60%
Poor	40%
Critical	20%
Dead	0%

- **Maintenance need.** The following maintenance categories (*or similar approved by CAL FIRE prior to collection*) will be collected:
 1. **Priority 1 Removal.** Trees designated for removal have defects that cannot be cost-effectively or practically treated. Most of the trees in this category will have a large percentage of dead crown, and pose an elevated level of risk for failure. Any hazards that could be potential dangers to persons or property and seen as potential liabilities would be in this category. Large dead and dying trees that are high liability risks are included in this category. These trees are the first ones that should be removed.

2. Priority 2 Removal. Trees that should be removed but do not pose a liability as great as the first-priority will be identified here. This category would need attention as soon as “Priority One” trees are removed.
 3. Priority 3 Removal. Trees that should be removed, but that pose minimal liability to persons or property, will be identified in this category.
 4. Priority 1 Prune. Trees that require priority one pruning are recommended for trimming to remove hazardous deadwood, hangers, or broken branches. These trees have broken or hanging limbs, hazardous deadwood, and dead, dying, or diseased limbs or leaders greater than four inches in diameter.
 5. Priority 2 Prune. These trees have dead, dying, diseased, or weakened branches between two and four inches in diameter and are potential safety hazards.
 6. Large Tree Routine Prune. These trees require routine horticultural pruning to correct structural problems or growth patterns, which would eventually obstruct traffic or interfere with utility wires or buildings. Trees in this category are large enough to require bucket truck access or manual climbing.
 7. Small Tree Routine Prune. These trees require routine horticultural pruning to correct structural problems or growth patterns, which would eventually obstruct traffic or interfere with utility wires or buildings. These trees are small growing, mature trees that can be evaluated and pruned from the ground.
 8. Training Prune. Young, large-growing trees that are still small must be pruned to correct or eliminate weak, interfering, or objectionable branches to minimize future maintenance requirements. These trees, up to 20 feet in height, can be worked with a pole-pruner by a person standing on the ground.
 9. Stump Removal. This category indicates a stump that should be removed.
 10. Plant Tree. During the inventory, vacant planting sites will be identified by street and address. The size of the site is designated as small, medium, or large (indicating the ultimate size that the tree will attain), depending on the growing space available and the presence of overhead wires.
- **Clearance Required.** Trees, which are causing or may cause visibility or clearance difficulties for pedestrians or vehicles, will be identified, as well as those trees blocking clear visibility of signs or traffic signals.
 - **Hardscape Damage.** Damage to sidewalks and curbs by tree roots are noted. Notes on potential fixes for the problem are encouraged (redesign options etc....)
 - **Overhead Utilities.** The inventory indicates whether overhead conductors or other utilities are present at the tree site that could result in conflicts with the tree.
 - **Grow space.** The area within the growing space is categorized as:
 - T Tree Lawn
 - W Well/Pit
 - M Median
 - P Raised Planter
 - O Open/Unrestricted
 - I Island
 - U Unmaintained Area

- **Space Size.** The narrowest dimension of the Grow Space, in feet. (I.e., 3'x3' cut-out, 4' parkway strip, open parkland, etc.).
 - **Notes.** Additional information regarding disease, insect, mechanical damage, etc. can be included in this field.
-

Urban Forest Management Plan Best Practices

CAL FIRE Requires: Failure to meet the below requirements will result in the denial of reimbursement of grant funds unless specific written authorization to deviate from them has been provided by CAL FIRE.

- Management plans must be informed by the residents of the jurisdiction that have been authentically engaged in the plan's creation.
- Management plans must be developed based on reliable collected data, such as a tree inventory, urban forest mapping and analysis, urban forest economic analysis, etc.
- Management plans must be a long term (40-50 year), comprehensive document, not solely a maintenance plan.
- Management plans must address the entire jurisdiction including private property in some form (regulations, incentives, best practices, etc.).
- There shall be a provision for periodic review of any urban forest management plan.
- A management plan must be referenced in an ordinance, a general plan element, or be officially adopted by the governing body in another binding, enforceable way as approved by CAL FIRE staff.
- Any management plan must set a tree canopy cover goal for the jurisdiction. The goal must, at minimum, maintain the current tree canopy cover level.
- Management plans must address: tree maintenance (including best management practices), wildfire (if applicable), urban wood utilization, and roles of the jurisdiction's agencies. This may be done by referencing other policy documents.

CAL FIRE Recommends: Grantees should strongly consider using the following resources.

- [UFMP Toolkit](#). Provides a "how-to" approach to develop an Urban Forest Management Plan (UFMP). The toolkit will lead you through a planning process and provide helpful references and additional tools.
- [The American Public Works Association guide for Urban Forest Management Plans](#).
- [iTree](#). A series of urban forest analysis tools are available for free on the iTree website.
- [Arbor Day Foundation's Tree City USA](#). All cities engaging in Management Activities Grants should consider applying for Tree City USA status. It is a free municipal recognition program that has been in existence since 1976. A CAL FIRE Area Urban Forester can assist you with this.

**ATTACHMENT C
WATSONVILLE COMMUNITY FORESTRY PROJECT GRANT AGREEMENT**



DEPARTMENT OF FORESTRY AND FIRE PROTECTION

P.O. Box 944246
 SACRAMENTO, CA 94244-2460
 (916) 653-7772
 Website: www.fire.ca.gov



August 6, 2020

Ben Heistein
 City of Watsonville
 250 Main St.,
 Watsonville, California 95076

8GG19401: City of Watsonville, "Watsonville Community Forestry Project"

Please contact James Scheid at (415) 265-9059 if you have questions concerning services to be performed.

1. Full grant agreement including terms and conditions, budget, and other exhibits enclosed. Print (single sided) and return two (2) sets of agreements with original signatures in blue ink. Please return the agreements to be received by CAL FIRE no later than **July 17, 2020**.

Return all originals and requested documents for further processing to:

Please send the originals to the following address:

CAL FIRE
Attn: Grants Management Unit/CCI – Urban Forestry
P.O. Box 944246
Sacramento, CA 94244-2460

You may send originals via overnight mail service to the following physical address:

CAL FIRE
Grants Management Unit
Attn: Vincent Tran
710 Riverpoint Ct.
West Sacramento, CA 95691

Alternatively, you may opt to sign and scan the agreement back to your grant analyst in lieu of mailing it in. Additionally, the use of an electronic signature will be considered acceptable at this time and is strongly encouraged.

2. Please initial change(s) made on all copies of the agreement on page(s) as marked.
3. Enclosed for your record is one fully executed copy of the agreement referenced above.

Thank you,

Vincent Tran
 Grants Analyst
 Grants Management Unit

CC: James Scheid
 John Melvin
 Tiffany Kelly

Enclosures

**State of California
Dept. of Forestry and Fire Protection (CAL FIRE)
Resource Management
GRANT AGREEMENT**

APPLICANT: City of Watsonville
PROJECT TITLE: Watsonville Community Forestry Project
GRANT AGREEMENT: 8GG19401

PROJECT PERFORMANCE PERIOD IS from Upon Approval through March 30, 2024.
 Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Dept. of Forestry & Fire Protection, agrees to fund the project up the total state grant amount indicated.

PROJECT DESCRIPTION: The proposed project will develop a comprehensive urban forest management plan designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban forest expansion, and develop appropriate policies needed to sustain and enhance urban forest resources within the City of Watsonville over time. Concurrent with this work, 260 trees will be planted on public streets and within the public right-of-way in neighborhoods and private property to improve tree canopy cover and increase public education and awareness of the benefits of this work.


Total State Grant not to exceed \$ 700,000.00 (or project costs, whichever is less)

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

City of Watsonville

**STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY
AND FIRE PROTECTION**

Applicant

By 
 Signature of Authorized Representative

Title Matthew Huffaker, City Manager

Date _____

By Helge Eng

Title: Helge Eng
Deputy Director, Resource Management

Date 8/3/2020

CERTIFICATION OF FUNDING

AMOUNT OF ESTIMATE FUNDING \$ 700,000.00	GRANT AGREEMENT NUMBER 8GG19401	PO ID		
ADJ. INCREASING ENCUMBRANCE \$	SUPPLIER ID			
ADJ. DECREASING ENCUMBRANCE \$	PROJECT ID	ACTIVITY ID		
UNENCUMBERED BALANCE \$ 700,000.00	GL UNIT 3540	BUD REF 001 905 JS	FUND 3228	ENY 2019
REPORTING STRUCTURE 35409503	SERVICE LOC 96209	ACCOUNT 5340580	ALT ACC 534080000	

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.



 SIGNATURE OF CAL FIRE ACCOUNTING OFFICER

8/4/2020

 DATE

TERMS AND CONDITIONS OF GRANT AGREEMENT

I. RECITALS

1. This Agreement, is entered into between the State of California, by and through the California Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as “STATE” and City of Watsonville, hereinafter referred to as “GRANTEE”.
2. The STATE hereby grants to GRANTEE a sum (hereinafter referred to as “GRANT FUNDS”) not to exceed seven hundred thousand dollars (**\$700,000.00**).
3. In addition to the terms and conditions of this Agreement, the STATE and GRANTEE agree that the terms and conditions contained in the documents set forth below are hereby incorporated and made part of this agreement.
 - a. Department of Forestry and Fire Protection (CAL FIRE) Greenhouse Gas Reduction Fund Grants Urban and Community Forestry Grants Procedural Guide 2019/20
 - b. California Air Resources Board Greenhouse Gas Quantification Methodology for the Department of Forestry and Fire Protection (CAL FIRE) Urban and Community Forestry Program
 - c. The submitted Application, Scope of Work, Budget Detail, GHG Emissions Reduction Methodology and Exhibits
 - d. Addendum for California Climate Investments (CCI) Grant Projects

II. SPECIAL PROVISIONS

1. Recipients of GRANT FUNDS pursuant to California Public Resources Code Section 4799.06-4799.12 shall abide by the provisions in this Agreement. This includes the requirement that work shall not commence prior to the execution of this Agreement by both parties. Any work started prior to the execution of this Agreement will not be eligible for funding under the terms of this Agreement.
2. As precedent to the State’s obligation to provide funding, GRANTEE shall provide to the STATE for review and approval a detailed budget, specifications, and project description. Approval by the STATE of such plans and specifications, or any other approvals provided for in this Agreement, shall be for scope and quality of work, and shall not relieve GRANTEE of the obligation to carry out any other obligations required by this Agreement, in accordance with applicable law or any other standards ordinarily applied to such work or activity.

3. All informational products (e.g., data, studies, findings, management plans, manuals, photos, etc.) relating to California's natural environment produced with the use of GRANT FUNDS shall be available for public use.

III. GENERAL PROVISIONS

1. Definitions

- a. The term "Agreement" means grant agreement number 8GG19401.
- b. The term "GRANT FUNDS" means the money provided by the STATE to the GRANTEE in this Agreement.
- c. The term "GRANTEE" means an applicant who has a signed Agreement for the award for GRANT FUNDS.
- d. The term "Other Sources of Funds" means all matching fund sources that are required or used to complete the Project beyond the GRANT FUNDS provided by this Agreement.
- e. The term "STATE" means the State of California, Department of Forestry and Fire Protection (CAL FIRE).
- f. The term "Project" means the development or other activity described in the "Project Scope of Work".
- g. The term "Project Budget Detail" as used herein defines the approved budget plan.
- h. The term "Project Scope of Work" as used herein means the individual scope of work describing in detail the approved tasks.

2. Project Representatives

The project representatives during the term of the agreement will be:

STATE: CAL FIRE	GRANTEE: City of Watsonville
Section/Unit: Urban and Community Forestry	Section/Unit:
Attention: James Scheid	Attention: Ben Heistein
Mailing Address: 2840 Mt. Danaher Rd. Camino , CA 95709	Mailing Address: 250 Main St. Watsonville, California 95076
Phone Number: (415) 265-9059	Phone Number: 831-768-3150
Email Address: James.Scheid@fire.ca.gov	Email Address: benjamin.heistein@cityofwatsonville.org

Changes to the project representatives during the term of the agreement shall be made in writing. Notice shall be sent to the above representative for all notice provisions of this Agreement.

3. Project Execution

- a. Subject to the availability of grant monies, the STATE hereby grants to the GRANTEE a sum of money (GRANT FUNDS) not to exceed the amount stated on Section I. RECITALS, Paragraph 2 in consideration of and on condition that the sum be expended in carrying out the purposes as set forth in the description of the Project in this Agreement and its attachments and under the terms and conditions set forth in this Agreement.
- b. GRANTEE shall assume any obligation to furnish any additional funds that may be necessary to complete the Project. Any amendment to the Project as set forth in the Application on file with the STATE must be submitted to the STATE for approval in writing. No amendment is allowed until written approval is given by the STATE.
- c. GRANTEE shall complete the Project in accordance with the time of Project performance set forth in this Agreement, unless an amendment has been approved and signed by the STATE under the terms and conditions of this Agreement. Amendments must be requested in

advance and will be considered in the event of circumstances beyond the control of the GRANTEE, but in no event less than 90 days from the Agreement expiration date and in no event less than 60 days before the effective date of the amendment. Approval of amendment is at the STATE's discretion.

- d. GRANTEE certifies that the Project Scope of Work complies with all local, State, and federal laws and regulations.
- e. GRANTEE shall comply with the California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000, et. seq. Title 14, California Code of Regulations, Section 15000 et. seq.) and all other local, State, and federal environmental laws. A copy of the certified CEQA document must be provided to STATE before any GRANT FUNDS are made available for any Project activity that could directly impact the environment (e.g. cutting, piling or burning bush, masticating, dozer work, etc.). CEQA compliance shall be completed within one (1) year from start date of the Agreement. The start date is considered the date the last party signs the Agreement. GRANT FUNDS will be made available in advance of CEQA compliance for project activities that do not have the potential to cause a direct environmental impact (e.g. project planning, locating and marking property or project boundaries, contacting and signing up landowners, etc.).
- f. GRANTEE shall permit periodic site visits by representative(s) of the STATE to ensure program compliance and that work is in accordance with the approved Project Scope of Work, including a final inspection upon Project completion.
- g. GRANTEE, and the agents and employees of GRANTEE, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees, or agents, of the STATE.

4. Project Costs and Payment Documentation

- a. Payment by the STATE shall be made after receipt of an acceptable invoice and approval by a duly authorized representative of the STATE. GRANTEE shall submit an invoice for payment to the CAL FIRE Project Representative of the STATE. A final invoice shall be submitted no later than 30 days after completion, expiration, or termination of this Agreement.
- b. For services satisfactorily rendered, and upon receipt and approval of invoices for payment, the STATE agrees to compensate GRANTEE for actual expenditures incurred in accordance with the rates specified herein,

which is attached hereto, as Final Project Budget, and made a part of this Agreement.

- c. Equipment purchased using GRANT FUNDS, wholly or in part, must be used by the GRANTEE for the project which it was acquired. STATE retains a vested interest in the equipment for the useful life of the equipment, even after completion of the grant. GRANTEE shall provide written disposition of the equipment upon completion of the grant and upon any changes to the disposition of the equipment. Such disposition must be approved in advance by STATE. Equipment purchased using GRANT FUNDS cannot be used as collateral, financed, or sold without prior written approval from the STATE.
- d. GRANTEE shall submit, in arrears, not more frequently than once a month, and no less than quarterly, an invoice to the STATE for costs paid by GRANTEE pursuant to this Agreement. Each invoice shall contain the following information: the Agreement number, the dates or time period during which the invoiced costs were incurred, expenditures for the current invoice and cumulative expenditures to date by major budget category (e.g., salaries, benefits, supplies, etc.), appropriate supporting documentation, project progress reports, and the signature of an authorized representative of GRANTEE as detailed in the Invoice Guidelines of the California Department of Forestry and Fire Protection 2019/20 California Climate Investments Urban and Community Forestry Program Grant Guidelines.
- e. GRANT FUNDS in this Agreement have a limited period in which they must be expended. All GRANTEE expenditures must occur prior to the end of the Project performance period of this Agreement.
- f. Except as otherwise provided herein, GRANTEE shall expend GRANT FUNDS in the manner described in the Project Budget Detail approved by the STATE. The dollar amount of an item in the Project Budget Detail may be increased or decreased by up to ten percent (10%) of the budget item through reallocation of funds from another item or items, without approval by the STATE; however, GRANTEE shall notify the STATE in writing in project progress reports when any such reallocation is made, and shall identify both the item(s) being increased and those being decreased. Any increase or decrease of an item of more than ten percent (10%) of the budget item must be approved in writing by the STATE before any such increase or decrease is made. A formal approved amendment is required to increase the total amount of GRANT FUNDS.
- g. GRANTEE shall promptly submit any and all records at the time and in the form as the STATE may request.

- h. GRANTEE shall submit each invoice for payment to the CAL FIRE Representative identified in Item 2. The invoice may be submitted as hard copy or electronically:

California Department of Forestry & Fire Protection
Attention: James Scheid
2840 Mt. Dana Rd.
Camino , CA 95709

- i. Notwithstanding any of the provisions stated within this Agreement, the STATE may at its discretion make advance payment from the grant awarded to the GRANTEE if GRANTEE is a nonprofit organization that is located in or providing service to disadvantaged or low-income communities. Advance payment made by the STATE shall be subject to the circumstance and provisions below.

Where hardship circumstances exist for the GRANTEE, the STATE will consider authorizing advance payments. The STATE will consider the following factors in determining whether a hardship situation exists:

- Modest reserves and potential cash flow problems of the GRANTEE including the need for advance funding in order to initiate a project. A justification for advance payment may include items such as the inability to pay for staff, supplies, administration expenses, and to secure contractors for Project work.

The following guidelines will be applied to advance payments:

- Multiple advance payments may be made to a GRANTEE over the life of a project.
- No single advance payment shall exceed 25% of the total grant amount and must be spent on eligible costs within six months of the advance payment request. GRANTEE may request additional time to spend advance funds but must be approved in writing by the STATE. The balance of unspent advance payment funds not liquidated within the six month spending period will be billed for the return of the advanced funds to the STATE. The amount will be returned to the grant balance.
- A request for advance payment must include the same level of expenditure detail and justification as a regular invoice.
- All work under a previous advance payment must be fully liquidated via an invoice and supporting documentation and completed to the

STATE's satisfaction before another advance payment will be made.

- Any advance payment received by a GRANTEE and not used for project eligible costs shall be returned to CAL FIRE.
- Advance payments must be deposited into an interest-bearing account. Any interest earned on advance payment funds must be accounted for and reported as program income used toward offsetting the project cost or returned to the STATE.

5. Budget Contingency Clause

- a. If STATE funding for any fiscal year is reduced or deleted for purposes of the Urban and Community Forestry Program California Climate Investments Grant Program, the STATE shall have the option to either cancel this Agreement with no liability occurring to the STATE, or if possible and desirable, offer an Agreement amendment to GRANTEE to reflect the reduced amount available for the Project.

6. Project Administration

- a. GRANTEE shall provide the STATE a written report showing total final Project expenditures and matching funds upon Project completion or grant expiration, whichever occurs first. GRANTEE must report to the STATE all sources of other funds for the Project. If this provision is deemed to be violated, the STATE will request an audit of GRANTEE and can delay the disbursement of funds until the matter is resolved.
- b. GRANTEE shall promptly submit written Project reports as the STATE may request throughout the term of this Agreement.
- c. GRANTEE shall submit a final accomplishment report, final invoice with associated supporting documentation, and copies of materials developed using GRANT FUNDS, including but not limited to plans, educational materials, etc. within 30 days of Project completion.

7. Financial Records

- a. GRANTEE shall retain all records described in Section 7(c) below for three (3) years after final payment by the STATE. In the case an audit occurs, all such records shall be retained for one (1) year from the date is audit is completed or the three (3) years, whichever date is later.
- b. GRANTEE shall maintain satisfactory financial accounts, documents, and records for the Project and make them available to the STATE for review

during reasonable times. This includes the right to inspect and make copies of any books, records, or reports of GRANTEE pertaining to this Agreement or matters related thereto.

- c. GRANTEE shall keep such records as the STATE shall prescribe, including, but not limited to, records which fully disclose (a) the disposition of the proceeds of state funding assistance, (b) the total cost of the Project in connection with such assistance that is given or used, (c) the amount and nature of that portion of the Project cost supplied by other sources, and (d) any other such records as will facilitate an effective audit. All records shall be made available to the STATE, other State of California agency, or other entity as determined by the State of California for auditing purposes at reasonable times.
- d. GRANTEE shall use any generally accepted accounting system.

8. Research

- a. GRANTEE that receives funding, in whole or in part, in the form of a research grant shall provide for free public access to any publication of a peer-reviewed manuscript describing STATE funded knowledge, STATE funded invention, or STATE funded technology shall be subject to the following conditions:
 - i. GRANTEE is responsible for ensuring that any publishing or copyright agreements concerning peer-reviewed manuscripts fully comply with this section
 - ii. GRANTEE shall report to STATE the final disposition of the peer-reviewed manuscript, including, but not limited to, if it was published, date of publication, where it was published, and, when the 12-month time period from official date of publication expires, where the peer-reviewed manuscript will be available for open access.
- b. For a peer-reviewed manuscript that is accepted for publication pursuant to the terms and conditions of this Agreement, the GRANTEE shall ensure that an electronic version of the peer-reviewed manuscript is available to STATE and on an appropriate publicly accessible repository approved by the state agency, including, but not limited to, the University of California's eScholarship Repository at the California Digital Library, the California State University's ScholarWorks at the Systemwide Digital Library, or PubMed Central, to be made publicly available not later than 12 months after the official date of publication. GRANTEE shall make reasonable efforts to comply with this requirement by ensuring that the peer-reviewed manuscript is accessible on an approved publicly accessible repository, including notifying the state agency that the manuscript is available on a

state-agency-approved repository. If the grantee is unable to ensure that his or her manuscript is accessible on an approved, publicly accessible repository, the grantee may comply by providing the manuscript to the state agency not later than 12 months after the official date of publication.

- c. For publications other than those described in (b), including scientific meeting abstracts, GRANTEE shall comply by providing the manuscript to the STATE not later than 12 months after the official date of publication.
- d. The grant shall not be construed to authorize use of a peer-reviewed manuscript that would constitute an infringement of copyright under the federal copyright law described in Section 101 of Title 17 of the United States Code and following.
- e. Use of GRANT FUNDS for publication costs, including fees charged by a publisher for color and page charges, or fees for digital distribution are allowable costs but must be within the GRANT FUNDS and item 4 of the agreement.
- f. GRANTEE may request a waiver to the publication requirement if GRANTEE has an existing publication requirement that meets or exceeds the requirements of the research provision. Waiver shall include information on GRANTEE's existing requirements. Approval of the waiver is at STATE's discretion.

9. Project Termination

- a. This Agreement may be terminated by the STATE or GRANTEE upon 30-days written notice to the other party.
- b. If either party terminates the Agreement prior to the completion of the Project, GRANTEE shall take all reasonable measures to prevent further costs to the STATE under the Agreement and the STATE shall be responsible for any reasonable and non-cancelable obligations incurred by GRANTEE in the performance of this Agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this Agreement.
- c. Failure by GRANTEE to comply with the terms of this Agreement may be cause for suspension of all obligations of the STATE hereunder at the discretion of the STATE.
- d. Failure of GRANTEE to comply with the terms of this Agreement shall not be cause for the suspension of all obligations of the STATE hereunder if in

the judgment of the STATE such failure was due to no fault of GRANTEE. At the discretion of the STATE, any amount required to settle at minimum cost any irrevocable obligations properly incurred shall be eligible for reimbursement under this Agreement.

- e. Final payment to GRANTEE may not be made until the STATE determines the Project conforms substantially to this Agreement.

10. Hold Harmless

- a. GRANTEE shall defend, indemnify and hold the STATE, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of GRANTEE, its officers, agents, or employees. The duty of GRANTEE to indemnify and hold harmless includes the duty to defend as set forth in Civil Code Section 2778. This Agreement supersedes GRANTEE's right as a public entity to indemnity (see Government Code Section 895.2) and contribution (see Government Code Section 895.6) as set forth in Government Code Section 895.4.
- b. GRANTEE waives any and all rights to any type of express or implied indemnity or right of contribution from the STATE, its officers, agents, or employees for any liability resulting from, growing out of, or in any way connected with or incident to this Agreement.
- c. Nothing in this Agreement is intended to create in the public or in any member of it rights as a third-party beneficiary under this Agreement.

11. Tort Claims

FEDERAL:

The United States shall be liable, to the extent allowed by the Federal Tort Claims Act 28 United States Code 2671-2680, for claims of personal injuries or property damage resulting from the negligent or wrongful act or omission of any employee of the United States while acting within the scope of his or her employment, arising out of this Agreement.

STATE:

The State of California shall be liable, to the extent allowed by law and subject to California Government Code, Title 1, Division 3.6, providing for the filing of tort claims against the State of California, for personal injuries or property damage

resulting from the negligent or wrongful act or omission of State of California employees while acting within the scope of his or her employment, arising out of this Agreement.

12. Nondiscrimination

The State of California prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, sex, marital status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. GRANTEE shall not discriminate against any person on any of these bases.

13. Conflict of Interest

GRANTEE or anyone acting on behalf of GRANTEE shall not have any conflicting personal and/or financial interests in carrying out the duties of the Agreement.

14. Incorporation

The grant guidelines and the Project Scope of Work, Project Budget Detail and any subsequent amendments or modifications to the Project Scope of Work and Project Budget Detail approved in writing by the STATE are hereby incorporated by reference into this Agreement as though set forth in full in this Agreement.

15. Severability

If any provision of this Agreement or the Project Scope of Work thereof is held invalid, that invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Agreement are severable.

16. Waiver

No term or provision hereof will be considered waived by either party, and no breach excused by either party, unless such waiver or consent is in writing and signed on behalf of the party against whom the waiver is asserted. No consent by either party to, or waiver of, a breach by either party, whether expressed or implied, will constitute consent to, waiver of, or excuse of any other, different, or subsequent breach by either party.

17. Assignment

This Agreement is not assignable by GRANTEE either in whole or in part.

ADDENDUM – CALIFORNIA CLIMATE INVESTMENTS (CCI) GRANT PROJECTS

I. SPECIAL PROVISIONS

1. Grant funds shall be used on projects with the primary goal of reducing greenhouse gases (GHGs) and furthering the purposes of California’s Global Warming Solutions Act of 2006, Division 25.5 (commencing with Section 38500) of the Health and Safety Code, and related statutes.
2. Grant funds shall be used on projects limited to specific activities as described in CCI Grants Procedural Guides.
3. Greenhouse gas emissions must be calculated using the CARB Greenhouse Gas Quantification Methodology applicable to the grant program (<https://ww2.arb.ca.gov/resources/documents/cci-quantification-benefits-and-reporting-materials>).
4. Grantee shall report project and benefits information when requested by the State. This may include, but is not limited to, funding expended, acres treated, GHG emissions, trees planted, disadvantaged community benefits, energy/water savings, job creation, and other co-benefits.
5. Grantee shall maintain accurate and detailed records documenting project description, project location, and schedule, CCI dollars allocated, and leveraged funds throughout the duration of the project.
6. Failure of Grantee to meet the agreed upon terms of achieving required GHG reduction may result in project termination and recovery of funds.

II. MONITORING AND REPORTING REQUIREMENTS

All funds expended through CCI are subject to emissions reporting and requirements. Grantee is expected to provide the appropriate materials for completing program quantification methodology. Grantee shall use the current reporting template provided by the STATE. The reporting shall be submitted to the STATE no less frequently than quarterly. In addition, STATE may request additional information in order to meet current CARB reporting requirements. The requirements are available on the CARB CCI Quantification, Benefits and Reporting Materials webpage: <https://ww2.arb.ca.gov/resources/documents/cci-quantification-benefits-and-reporting-materials>.

III. PROGRAM ACKNOWLEDGEMENT/RECOGNITION

1. All projects funded both fully and partially by the GGRF must clearly display, identify and label themselves as being part of the “California Climate Investments” program. The acknowledgement must contain the California Climate Investments and CAL FIRE logos as well as the following statement:

“Funding for this project provided by the California Department of Forestry and Fire Protection as part of the California Climate Investments Program.”

A draft of the acknowledgement must be approved by the STATE prior to publication. For stationary projects, acknowledgement may include, but is not limited to, a sign on the project site. For other project types, such as vehicles, equipment, and consumer-based incentives, acknowledgement is encouraged by using a decal, sticker or other signage.

Guidance on California Climate Investments logo usage, signage guidelines, and high-resolution files are contained in a style guide available at:

www.caclimateinvestments.ca.gov/logo-graphics-request.

2. In addition, all projects funded both fully and partially by GGRF must contain the following statement in public announcements or press releases on said projects:

“The Watsonville Community Forestry Project is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment– particularly in disadvantaged communities. The Cap-and-Trade program also creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefiting residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov.”



**2019/2020 Urban & Community Forestry: California Climate Investment Grants
Project Application Form**



Fill out the form completely. Please see the submittal instructions at the bottom of the form. The Project Tracking Number requested is listed in the letter of invitation you received.

CAL FIRE Project Tracking Number:

Name of Organization

Project Title

Project Type

Requested Grant \$ **Matching \$** **Total Project \$**

Primary Source of Technical Advice **Explanation (if required):**

Professional's First Name **Professional's Last Name**

1. Applicant information - Eligible applicants include cities, counties, qualifying districts, or nonprofit organizations qualified under section 501(c)(3) of the Internal Revenue Code.

Type of Organization

1A. Primary Project Contact information

First Name **Last Name**

Email **Phone Number**

Address 1

Address 2

City **County**

State **Zip Code**

1B. Secondary Project Contact information

First Name **Last Name**

Email **Phone Number**

Address 1

Address 2

City **County**

State **Zip Code**

1C. Correspondence Details: List any information needed for project contacts, invoicing, etc.

2. Partner information - List primary project partners or co-sponsors. Applicants must provide a letter of commitment from each partner organization that affirms their role in the project.

2A. Name of Organization 1

First Name Last Name

Partner Contact Title

Email Phone Number

Comments

2B. Name of Organization 2

First Name Last Name

Partner Contact Title

Email Phone Number

Comments

2C. Additional Partners: list additional partner organizations with contact person, email address, and phone number.

3. Start of Grant Period: provide the estimated start of the grant project. The grant period will end on March 30, 2024. Final billing must be received within 30 days after the completion date.

Planned Project Start Date

4A. AB 1550 - Disadvantaged and Low Income Communities. Check the boxes for AB 1550 criteria that the project will meet. At least one box in each step must be checked to qualify. Visit <https://ww2.arb.ca.gov/resources/documents/cci-quantification-benefits-and-reporting-materials> to find the criteria tables for this grant program.

Step 1, Priority Populations: meets "1A" meets "1B" meets "1C" meets "1D"

Step 2, Address Needs: meets "2A" meets "2B" meets "2C" meets "2D"

Step 3, Provide Benefits: meets "3A" meets "3B" meets "3C" meets "3D" meets "3E"

Provide any necessary discussion:

4B. Census tracts: list census tracts for the project that will meet AB 1550 criteria from the *Grant Guidelines*. Census tracts should be listed using the 10 digit number found for each tract on the map(s) at <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>

5. GHG Methodology: Fill in the GHG calculated amounts below. Describe the assumptions used to quantify GHG reductions using the ARB Quantification Methodology as required in the grant guidelines and found at: <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/quantification.htm>. You are required to attach proof that the ARB specified quantification methodology was followed.

5A. Estimated carbon stored (MT CO2e)	843
5B. Estimated avoided emissions (MT CO2e)	42
5C. Estimated project emissions (MT CO2e)	44
5D Net GHG benefit (MT CO2e). (5A + 5B) - 5C =	840



GHG quantification was done using the ARB Methodology via i-Tree Planting and the ARB Benefit Calculator Tool version 1/28/2020. We have a fairly good idea of what species of trees are needed and where they are going due to having already determined the priority planting areas for this project. The City has been engaged in tree planting efforts for many years and understands which species and cultivars perform well. The City has an arborist that informed decisions on which species to select for this project. Whenever possible, the largest canopy tree has been chosen for each site. However, due to unknown variables expected during project implementation, shade trees planted in residential neighborhoods were assumed for now to be at an East azimuth, 40-59' from a house, following a recommendation in a training webinar to consider planting characteristics at a project level for planning purposes. The proposed project includes 162 shading trees on residential city streets in the private property /public-right-of-way frontage along sidewalks.

As individual planting locations are worked out, we expect some modifications to individual shade tree planting characteristics, but are confident the provided method estimates are conservative. We anticipate that some residents will want small-canopy trees so approx. 40 smaller stature trees are included, but many residents will have the choice to go bigger if their planting site can accommodate it. Based on our initial assessment, there is room for larger trees in most circumstances, and residents will be encouraged to plant as large a tree as possible due to the enhanced benefits. On the other hand, unforeseen under ground utility conflicts may necessitate a smaller-stature tree in some circumstances. Actual GHG benefit totals will be provided via MDCA reporting, and this being said, we do expect that implementation of this project will yield slightly higher net GHG benefits that estimated.

98 non-shading trees would be planted in Parks and the Pennsylvania Drive greenbelt corridor. These trees are considered non-shading because they are expected to be planted greater than 60' from a building. 46 of the non-shading trees are street trees.

Following the planting of each tree, the tree location will be recorded with a GPS instrument. This information will be input into a comprehensive GIS database that will be used to track the tree planting date, tree health, maintenance, and growth over time. The associated greenhouse gas emissions will be derived from the CalFire provided ARB Quantification Methodology and based off of i-Tree Planting and the most current version of the ARB Benefit Calculator Tool. GHG reductions and sequestration will be tracked through the CalFire provided MDCA worksheets and reported in accordance with the grant specifications.

6. Narrative. In the sections below, please follow the prompts and provide all relevant information for the project.

6A. Background. Describe the situation in the project area(s) and problems in the project area(s) that need attention.

Expansion and improved management of urban forests is greatly needed in the City of Watsonville. Watsonville is an urban center located along California's central coast, (population 53,000) and surrounded by large expanses of agricultural areas. The City is significantly deficient in urban forest resources, with currently 7.8% canopy coverage. This severe lack of urban trees directly impacts the City's public health and well-being and the freshwater wetlands that underlie the City. This need is underscored by the fact that the City lacks a clear understanding of the urban forest characteristics needed to best manage this resource, an urban forest management plan to guide tree management, and the policies needed to protect trees and ensure proper regulation uniformly throughout the City.

Watsonville is a predominantly low income community, where for example among the approximately 20,000 students in the Pajaro Valley Unified School District, over 75% qualify for free and reduced lunch and unemployment rates are the highest in Santa Cruz County. The entire City qualifies as either SB 535 or AB 1550 under the CA ARB designation, and has a combination of high pollution burden and low income. Watsonville exemplifies the type of community in California that will benefit most from urban forest development. As a disadvantaged and low income community, it is one that will be most at-risk to the impacts of climate change, such as increased heat and heat related impacts to public health, which will compound the already high air quality pollution burden. Urban forest and tree canopy development will contribute meaningfully to City residents public health through shading, cooling, and air and water quality benefits, while addressing climate change through carbon capture and reduction of energy use and associated emissions within the City.

The City of Watsonville and Watsonville Wetlands Watch are currently collaborating on an Urban and Community Forestry grant, which is nearly complete and will result in 300 new trees planted throughout the City's most highest needs areas by the fall of 2020. This very successful project represents our first collaboration in urban forest expansion and to date has supported over 1,500 youth and family volunteer hours in tree plantings and care. Both the City and Watsonville Wetlands Watch have extensive experience in regional plan development, including the City's Urban Greening Plan (2012) and Climate Action Plan (2015), as well as in the design and implementation of new ordinances, such as the City's recent successful single-use service ware plastics ban, adopted in June of 2019.

6B. Project Objectives - What are the objectives of the proposed project? How do they address the situations and problems identified in the background section?

The proposed project represents the second phase of a previously CalFire funded urban forest expansion project. The proposed project will build off the success of prior work, which begun in 2018, while addressing the lack of tree protection policies and an urban forest management plan needed to develop and sustain long-term public and environmental benefits. This project will also pilot new neighborhood tree planting events and community engagement strategies important to urban forest expansion in Watsonville.

The proposed project will develop a comprehensive urban forest management plan designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban forest expansion, and develop appropriate policies needed to sustain and enhance urban forest resources within the City of Watsonville over time. Concurrent with this work, 260 trees will be planted on public streets and within the public right-of-way in neighborhoods and private property so as to improve tree canopy cover and increase public education and awareness of the benefits of this work.

Specific project objectives include:

1. Develop a comprehensive urban forest inventory, including tree canopy mapping & analysis for the City of Watsonville;
2. Develop an urban forest management plan and comprehensive tree preservation ordinance, per CalFire guidelines;
3. Develop project designs and plans for at least 50 future street, neighborhood, and school tree plantings that can be implemented as shovel-ready projects following the urban forest management plan creation;
4. Complete a comprehensive bi-lingual (Spanish/English) resident survey to support the urban forest management plan and ordinance development;
5. Establish a tree canopy cover goal for the City;
6. Develop and adopt a City of Watsonville tree preservation ordinance;
7. In partnership with the non-profit partner agency, Watsonville Wetlands Watch, install 260 trees on City streets, parks, and neighborhoods during 20 public and local student education and outreach events that will also include surveying of residents and City resident engagement so as to increase our understanding of resident attitudes and guide further urban forest expansion activities;
8. In partnership with Watsonville Wetlands Watch, pilot resident neighborhood tree planting events and an adopt-a-tree tree stewardship program to engage City residents in urban forest stewardship and foster public interest and appreciation for urban forest expansion;
9. Provide job training opportunities and job creation to local youth and Corps members.

These objectives are designed to support the City in clearly understanding the current urban forest characteristics to ensure effective long-term planning and best management of the City's trees.

6C. Scope of Work - Describe the approach to be used, the design (methods), and implementation of the project. Include who will be involved with specific tasks and justify why the approach, methods and implementation is the most effective way to accomplish the objectives. Include a description of project sign contents and their locations. *(continued on next page)*

This work will address the absence of local tree protection measures through the development of an Urban Forest Management Plan and official adoption of a tree preservation ordinance, which will be developed with input reflective of the diversity and values of Watsonville's residents. Project activities will also meaningfully advance the City's urban forest expansion goals during the grant period through the installation of an additional 260 new trees. These plantings will be done in conjunction with effective community engagement during neighborhood planting projects that will educate and cultivate interest by community members needed to aid in the long-term growth and care of urban trees on public and private properties.

The proposed project represents a collaboration between the City of Watsonville and partnering organization, Watsonville Wetlands Watch (WWW). To date, the City does not have a tree inventory, urban forest management plan, or comprehensive tree preservation ordinance. Currently the City has a very limited Historic Tree preservation ordinance only, and this would be incorporated into a more comprehensive ordinance. The City did adopt an Urban Greening Plan in 2012 which includes an Urban Street Tree chapter that provided general recommendations and guidelines for street tree development and identified priority project implementation areas.

Building off of this prior work, the City and WWW will work with a consulting firm to develop the proposed tree inventory and canopy analysis that will focus on trees within City property and maintenance responsibility to include private property trees within the public realm to the extent practical. The tree inventory will include all trees located on public property such as sidewalks, streets, medians, and public parks. The inventory will include, but will not be limited to, collection of data required that corresponds to the CalFire Minimum Data Collection Attributes and will be collected within geographical subsections of the City. Data will be collected in a form compatible with ESRI GIS database requirements to facilitate the long-term management of data by the City and WWW. Following this, a tree inventory analysis will be performed, that provides information on urban forest structure (i.e. species composition, number of trees, tree density, tree health, and other characteristics), and provides information on important public health and environmental benefits, such as pollution removed, avoided run-off, public health benefits, total carbon stored, and net carbon sequestered annually. This work will help to quantify the economic, social, and environmental benefits of the tree canopy and support urban forest management needs.

In addition to the tree inventory, a tree canopy analysis will be performed to improve the understanding of the entirety of the City's trees, including those located outside of public property. This analysis will be a tree canopy coverage and distribution analysis that will provide an understanding of tree canopy coverage throughout the City and can be geographically segmented. The value of this geographic segmentation by region throughout the City is to help prioritize urban forest expansion activities and support community engagement strategies. This will include a land cover assessment to identify, for example, impervious surfaces, bare areas, waterways, sparse vegetation, trees in turf settings, etc. The City's Local Hazard Mitigation Plan, which is currently under development, has documented where in the City heat impacts associated with climate change will be most pronounced, based on the Trust for Public Land's Climate Smart City's tool, which uses average land surface temperature. The canopy analysis will integrate the understanding of how climate change will impact the City and how urban forest management and expansion activities can mitigate these impacts for Watsonville residents. It will also provide information on species composition, structure, and age.

Following this, an urban forest management plan will be developed that will have a lifespan of at minimum 40-50 years. This plan will ensure that the City has a clear understanding of its urban forest goals on public and private lands. The urban forest management plan process will include effective Spanish/English community engagement and attitude surveys to inform the plan and forthcoming tree preservation ordinance. The plan will provide the City and WWW with an effective roadmap for urban forest management, maintenance of management activities, and quantifiable monitoring of urban forest management. The plan will include an equity analysis that helps to ensure urban forest management provides socio-economically equitable benefits to Watsonville residents and will articulate a tree canopy cover goal for the City that is tailored to Watsonville. The plan will also define the needs of a tree preservation ordinance and articulate the monitoring and oversight responsibilities needed to effectively manage and maintain such an ordinance.

As a supplemental document, and in conjunction with this work, plans for approx. 50 new urban forest expansion projects will be developed, in order to provide 'shovel-ready' projects that enable the City and partners to advance the goals of the urban forest management plan quickly after the plan is adopted.

Following this, the City and WWW will develop and ensure adoption of a tree protection ordinance to be integrated into the City's municipal code. This ordinance will clearly define public and private trees and articulate the City's and property owners' responsibilities with respect to each category of tree. It is expected to include evaluation of a tree protection plan for existing and new construction, a local Tree Mitigation fund, and other preservation measures and permitting requirements. It will provide clear and consistent language for tree protection and management to support the monitoring and enforcement outlined within the policy.

6C. Scope of Work - Continued from previous page

In addition to the planning components of the proposed work of this project the City will partner with Watsonville Wetlands Watch to implement the planting and establishment of 260 trees and also facilitate community engagement, education, and outreach. This work will include piloting neighborhood planting events, and development of an adopt-a-tree volunteer / tree stewardship program. Neighborhood outreach events will be held throughout the grant period and will support the gathering of community input surveys in support of development of the Urban Forest Management Plan and Ordinance. At least 20 local school and community volunteer tree planting events will be hosted to plant these trees.

Tree plantings and tree care will also be supported by the California Conservation Corps who will assist with the tree plantings and volunteer tree planting preparation, while gaining valuable job training skills and experience in urban forest management activities. The California Conservation Corps is listed as a primary project partner and is committed to participating in this project. Many times, Corps members earn the skills through projects like this to gain permanent local employment and obtain other industry credentials.

This project will also create jobs and provide job training through the employment of staff to facilitate tree planting, maintenance, and outreach components. Both the City and Watsonville Wetlands Watch have a history of hiring local labor many of whom started as volunteers or interns through community events or other job training programs.

Specific tree planting areas include several neighborhoods that have already been identified as priority planting areas in the 2012 Urban Greening Plan. These sites each bear unique attributes and DAC census tract status and these areas are geographically represented on the Project maps.

We are planning to plant trees in the following areas:

Neighborhoods/ Residential City Streets:

- Clifford Ave. neighborhood (50 trees)
- Martinelli Ave. neighborhood (45 trees)
- Rolling Hills Elementary School neighborhood (22 trees)
- Rodriguez St. neighborhood (45 trees, some of which will be planted in new tree wells in the city sidewalk.)

Parks:

- Hope Drive Park (16 trees)
- Flodberg Park (3 trees)
- Arista Park (5 trees)
- Atri Park (3 trees)
- Brentwood Park (9 trees)
- Victorian Park (5 trees)
- Joyce-Mckenzie Park (8 trees)
- Callaghan Park (3 trees)

Greenbelt/ street-scape corridor:

- Pennsylvania Drive (46 trees)

In Summary, the Scope of Work for this project includes but is not limited to the following:

- Conduct a thorough assessment of existing urban forestry practices and policies;
- Develop a comprehensive urban forest inventory/canopy analysis for the City of Watsonville;
- Adopt a community-based urban forest management plan, per CalFire guidelines;
- Complete a comprehensive bi-lingual (Spanish/English) resident survey to support the urban forest management plan and ordinance development;
- Installation of 260 trees on City streets, parks, and neighborhoods during 20 public and local student education and outreach events, neighborhood outreach events, and establishment of a volunteer adopt-a-tree program and long-term stewardship model;
- Develop project designs and plans for at least 50 future street, neighborhood, and school tree plantings that can be implemented as shovel-ready projects following the urban forest management plan creation;
- Establish a tree canopy cover goal for the City;
- Adopt a comprehensive Tree Preservation Ordinance.

6D. Project Time Line - Provide a general project time line. Do not list specific dates or months due to uncertainty in when projects may begin. Plan on projects ending no later than March 30, 2024.

Year 1: (2020-2021)

- Issue Request for Proposal (RFP) to Urban Forestry Consultant
- Begin community engagement (surveys, meetings, art contests, tree planting events) for the Urban Forestry Management Plan
- Conduct city tree inventory and canopy analysis
- Initiate tree planting and outreach activities

Year 2: (2021-2022)

- Continue tree planting and outreach activities; secure tree stewardship agreements among local residents
- Begin development of a tree preservation ordinance
- Draft neighborhood tree planting plans
- Final draft of Urban Forestry Management Plan and continue community engagement

Year 3+: (2022-2023)

- Final Draft and Adoption of Urban Forestry Management Plan and city tree ordinance by December 2023

6E. Tree Information (if applicable) - Provide the following information about any trees or plants to be planted as part of the grant project. Include information even if the trees or plants are not to be funded by CAL FIRE.

Species List - Provide a list of the tree and plant species for this grant project . Include common name, Genus, and species. Include the approximate number of each species to be used. List minimum planting stock size for each species.

- Acer, 'Autumn Blaze' (Autumn Blaze maple), 10, #15
- Aesculus californica (CA buckeye), 4, #15
- Ginkgo biloba (japanese maidenhair), 23, #15
- Jacaranda mimosifolia (Jacaranda), 3, #15
- Lagerstroemia 'Natchez' (white-flowering crape myrtle), 21, #15
- Platanus racemosa (CA sycamore), 5, #15
- Quercus agrifolia (coast live oak), 56, #15
- Quercus frainetto 'Schmidt' (Forest Green oak), 10, #15
- Quercus shumardii (shumard oak), 31, #15
- Quercus suber (cork oak), 10, #15
- Quercus virginiana (southern live oak), 13, #15
- Tristaniaopsis conferta (brisbane box), 18, #15
- Ulmus x 'Frontier' (Frontier Elm), 35, #15
- Ulmus x 'Alcolade' (Accolade Elm), 21, #15

Total Project Trees:

Total CAL FIRE Funded:

6F. Other deliverables. List all other project deliverables and quantities to be funded by CAL FIRE, as well as overall project totals.

- City of Watsonville Tree Inventory
- City of Watsonville Tree Canopy Analysis
- City of Watsonville Urban Forest Management Plan
- City of Watsonville Tree Preservation Ordinance
- Neighborhood Tree Planting Plans (approximately 50 total)-
- Installation of 260 trees in high priority locations
- 20 Volunteer Tree Planting/ community engagement events
- 50 Tree stewardship/adopt a tree volunteer agreements

7. Budget Information

7A. Budget Detail - Provide a specific budget for work to be done. The budget should be based on bid quotes and/or estimates from vendors or on actual costs that will be incurred. The line items listed should be specific enough to adequately describe project expenses. Use the Excel format CAL FIRE has provided for your budget, and follow the guidance in the *Grant Guidelines*. You should note that applicants, if successful in being awarded a grant, will have to follow this budget and will only have the opportunity for minor budget adjustments. The total grant award amount for the project can not be increased later.

7B. Explanation of Budget and Costs - Describe the basis for the budget amounts listed above. Applicants will be expected to adhere to this budget (*Continued on next page*).

Personnel:

- City of Watsonville staff time to assist with tree plantings, tree care, and establishment: 2,810 hours
- City of Watsonville staff time, project manager and City arborist to oversee the project, including all planning and adoption of the ordinance, 750 hours
- Watsonville Wetlands Watch staff labor to assist with tree plantings, tree establishment, volunteer engagement, tree planting plan development, and bi-lingual community outreach associated with resident surveys and community meetings: 4400 hours
- Watsonville Wetlands Watch staff labor to support project management, tree inventory development, site plan development, tree inventory, urban forest plan development and ordinance adoption, 700 hours

Contractual:

Tree Inventory, Urban Forest Management Plan, Ordinance:

- Develop Tree Canopy Analysis and Tree Inventory: \$122,000;
- Community outreach survey and analysis: \$10,000,
- Develop Urban Forest Management Plan: \$180,000,
- Design tree planting plans:\$40,000;
- Develop and coordinate adoption of tree protection ordinance: \$30,000,

Community Tree Plantings, Tree Establishment, and Care:

- California Conservation Corps, support tree installation and tree care: 1200 hours, \$33,600
- Concrete cutting for tree cut-outs, \$25,000, estimated at \$2,500 per cutout. If it can be done for less, add'l tree cut-outs will be made

Travel: 1000 miles estimated as match from the City of Watsonville and Watsonville Wetlands Watch

Supplies:

- Trees: budgeted at \$75 per tree (includes freight/delivery): 19,500; Tree Stakes budgeted at \$10.00 per tree (3 stakes per tree): \$2,730.00;
- Tree Ties, budgeted at \$0.70 per tie: \$574; Mulch, budgeted at 120 yards: \$2,640.00; Irrigation materials \$1,591; Project sign: \$400; tags
- Equipment: Equipment rental of a tractor of \$3,150 for 7 days of tractor rental

Education & Outreach: 600 tree care pamphlets:\$1,800, 1000 brochures: \$5,000; education event prizes to support community engagement: \$320, Paid advertising to support community engagement: \$4,300

Post Grant Maintenance: \$120 per tree to support structural pruning, and other post grant maintenance needs: \$31,200

Indirect Costs: 12%, \$95,836.80 to support allowable indirect costs such as accounting, bookkeeping, and other related indirect costs

7C. Matching Funds - List other non-GGRF funding sources, that will meet grant matching requirements.

Source 1	City of Watsonville	Amount	\$71,500.00
Description	In-kind contributions for project management and technical expertise by the City's certified arborist, Ben Heistein, WE-9924A who is also the Assistant Parks Director, totaling approx. 1100 hours		
Source 2	Watsonville Wetlands Watch	Amount	\$10,000.00
Description	Matching funds for school bus educational field trips (\$3,000) and event supplies (\$7,000)		

Source 3		Amount	
Description			
Source 4		Amount	
Description			
Matching funds comments			

8. Project Co-Benefits - What co-benefits will the project have? Check the boxes below for the applicable co-benefits, then describe and/or quantify them. Describe how the project will achieve the co-benefits.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Stormwater reduction | <input checked="" type="checkbox"/> Improved public health | <input checked="" type="checkbox"/> Jobs created (use ARB tool) |
| <input checked="" type="checkbox"/> Improved water quality | <input checked="" type="checkbox"/> Enhanced active transportation | <input checked="" type="checkbox"/> Job training conducted |
| <input checked="" type="checkbox"/> Improved air quality | <input checked="" type="checkbox"/> Reduced vehicle miles travelled | <input checked="" type="checkbox"/> Community outreach conducted |
| <input checked="" type="checkbox"/> Energy savings | <input type="checkbox"/> Vacant lot(s) acquired | <input checked="" type="checkbox"/> Education tools/media produced |
| <input type="checkbox"/> Biomass diverted from landfill | <input checked="" type="checkbox"/> Improved urban forest management | <input checked="" type="checkbox"/> Other co-benefits |

Project co-benefits are diverse and will include the following:

1. Stormwater treatment into local wetlands and waterways;
2. Improved air quality achieved through the planting of large stature trees that will moderate ambient temperatures and remove airborne particulates;
3. Reduction of vehicle miles traveled and improved active transportation through shading of sidewalks and bicycle lanes;
4. Job training through collaboration with the California Conservation Corps and Watsonville Wetlands Watch youth education programs;
5. Community education and outreach will include at least 20 volunteer plantings and school field trips. An adopt-a-tree program ("Other" Co-Benefit) is planned to be formally launched;
6. Energy savings will be created by installation of street trees that will shade pavement, reducing the urban heat island effect and reducing degradation and the frequency of re-paving and associated emissions;
7. Creation of a City tree inventory and canopy analysis to support improved urban forest management;
8. Creation of an Urban Forest Management Plan to support long-term sustainability of Urban Forest Resources;
9. Creation of a tree preservation ordinance to support improved urban forest management;
10. Improved public health through improved air quality, reduced heat impacts through increased cooling and shading, and implementation of tree planting and tree care events and programs that encourage the community to participate in active and family friendly volunteer events that promote community cohesion;
11. Secured long-term partnerships and tree stewards to facilitate a long-term Community Forestry model for Watsonville.

The planting of 260 trees will also result in:

- 23 acre-feet (7.5 mil gallons) of stormwater intercepted
- 1,415 pounds of air pollution reduced
- 392,359 kWh of electricity conserved

This project will also benefit existing city initiative and strategic priorities such as enhancing public infrastructure, the environment, providing for the well-being and health of the community, city beautification efforts, and greening blighted spaces in the public and private realm. This project is consistent with the City's General Plan, 2012 Urban Greening Plan, and 2015 Climate Action Plan.

Combined, these co-benefits will also aid economic development in the city by creating a more livable space to conduct business and everyday life. The qualitative psychological and socio-economic benefits of this project are significant and will impact residents in positive ways for decades.

8. Project Co-Benefits - continued from previous page.

Additionally, according to the ARB Job Modeling tool, this project will support:
11.3 FTE jobs by the Project Budget
10.3 FTE jobs by Project GGRF funds


9. Certifications & Forms- The following certifications must be filled out and signed by the appropriate person.

9A. Certification of Party Responsible For Maintenance

I, Appropriate representative

certify that the Appropriate agency

will provide or be responsible for 100% of the maintenance for a minimum of 3 years after the end of the grant period in accordance with ANSI A-300 tree care standards, the accompanying ISA Best Management Practices and the standards outlined in the grant agreement and/or grant attachments with the California Department of Forestry and Fire Protection.

Signature  Date
Title Phone Number

9B. Statement of Compliance With All Applicable Laws (all projects must fill out and sign)

I, Appropriate representative

certify that the Appropriate agency

will abide by all applicable federal, state, and local laws, ordinances, regulations and policies in carrying out this State bond-funded project. Failure to do so will lead to cancellation of the grant award.

Signature  Date
Title Phone Number

9C. Checklist of Necessary Forms To Be Completed. Some may not be applicable to your project.

- CAL FIRE Urban Forestry Program Environmental Checklist
- State of California Non-Discrimination Compliance (Std. 19)
- Proof of AB 1550 community designation documentation.
- State of California Drug-Free Workplace Certification (Std. 21)
- Representative project area maps with AB 1550 information
- State of California Payee Data Record (Std. 204)
- Governing Body Resolution (must follow sample format)
- Signed letters of participation from listed partners
- Documentation of support (AB 1550 Step 2C)
- Project sign schematic (including CAL FIRE and CCI logos)
- 5-10 representative site photos
- Proof that ARB quantification methodology was followed
- Urban and Community Forestry Project Budget
- Jobs information using ARB methodology (if applicable)
- Other:

List other attachments:

Sample Planting Plan

SIGNATURE: The authorized primary project contact for the applying organization must sign below. This must be the person, or person holding the position, that is mentioned in the required governing body resolution, and the same person or position signing all of the other required forms. The signature indicates that, to the best of the signer's knowledge, all of the information provided in this application and all attached required forms and documents are true, accurate, and correct. The signer also acknowledges reading and understanding the *CAL FIRE Urban and Community Forestry Grant Guidelines for 2019/2020*.

Signature



Printed Name

MATTHEW HUFFAKER

Title

CITY MANAGER

Date

April 15, 2020

Be sure to save a copy of this form for your records. Submit one (1) electronic copy in the fillable PDF format to CALFIRE.Grants@fire.ca.gov. Please use "U&CF Project Application" and your Project Tracking number in the email subject line and include yourself as a CC. Your CC will be proof of your submittal. Application supporting documents and a signed and scanned copy of this form should be uploaded to your CAL FIRE assigned Box.com folder and labeled with your Project Tracking number. All documents must be submitted/uploaded no later than 3:00 PDT on Thursday, April 16, 2020.

CAL FIRE Urban & Community Forestry Program CCI Grants

Greenhouse Gas Reduction Fund - Urban and Community Forestry Program
Budget Proposal

GRANTEE NAME

Budget Item	Description	Cost Basis	CAL FIRE Grant		Total
			Share	Grantee Match	
A. Salaries and Wages			216,000.00	65,000.00	281,000.00
	City of Watsonville Arborist	750 hours x \$55/hour		41250	41,250.00
	City of Watsonville Parks Maintenance Staff Tree Planting and Establishment	1610 hours x \$25/hour	30,000.00	10250	40,250.00
	City of Watsonville Parks Maintenance Staff Tree Planting and Establishment	1200 hours x \$30/hour	30,000.00	6,000.00	36,000.00
	Watsonville Wetlands Watch Tree Planting and Establishment Labor, and Volunteer and Community Engagement	4400 hours x \$30/hour	129,000.00	3,000.00	132,000.00
	Watsonville Wetlands Watch Support for Tree Inventory, Urban Forest Management Plan, Ordinance	700 hours x \$45/hr	27,000.00	4,500.00	31,500.00
B. Employee Benefits			67,080.00	15,070.00	82,150.00
	City of Watsonville Arborist	750 hours x \$10.16/hour		7620	7,620.00
	City of Watsonville Parks Maintenance Staff	1 staff x 1610 hrs x \$9/hr	10,800.00	3690	14,490.00
	City of Watsonville Parks Maintenance Staff	1 staff x 1200 hrs x \$9/hr	9,000.00	1,800.00	10,800.00
	Watsonville Wetlands Watch Tree Planting and Establishment	4 staff x 1100 hrs x 9.60/hr	41,280.00	960	42,240.00
	Watsonville Wetlands Watch Support for Tree Inventory, Urban Forest Management Plan, Ordinance	700 hrs x 10/hr	6,000.00	1000	7,000.00
C. Contractual			440,600.00	-	440,600.00
	Tree Canopy Analysis and City of Watsonville Tree Inventory Conduct community outreach and community input surveys		122,000.00	0	122,000.00
	Develop City of Watsonville Urban Forest Management Plan		180,000.00	0	180,000.00
	Develop site specific project designs	50 planting plans	40,000.00	0	40,000.00
	Develop Tree Protection Ordinance		30,000.00	0	30,000.00
	Sidewalk and concrete cutting to prepare tree plantings California Conservation Corps, tree planting and tree establishment	\$2,500 per cut-out, 10 cut-outs Labor calculated at \$28/hr, 1200 hours	25,000.00	0	25,000.00
D. Travel			-	560.00	560.00
	Mileage	1000 miles x \$0.56/mile	-	560	560.00
E. Supplies			29,190.00	550.00	29,740.00
	Trees	260 #15 trees @ \$75/tree	19,500.00	-	19,500.00
	Replacement trees	13 # 15 trees @ \$75/tree	975.00	-	975.00
	Tree Stakes	273 @ \$10.00/tree	2,730.00	0	2,730.00
	Tree Ties	820 @ \$0.70/tree	574.00	0	574.00
	Mulch	120 Yds. @ \$22/Yd.	2,640.00	0	2,640.00
	Hand Tools	50 @ \$25	0.00	550	550.00
	Irrigation Materials	Hoses, fittings, and hand watering materials	1,591.00	0	1,591.00
	Project sign	1 sign	400.00	0	400.00
	Tree tags	260 @\$3.00/tree	780.00	0	780.00
F. Equipment			3,150.00	-	3,150.00
	Tractor rental for planting preparation	7 days, \$450 per day	3,150.00	0	3,150.00
G. Outreach/Education			11,420.00	320.00	11,740.00
	Tree care pamphlets	600 @ \$3.00 per Pamphlet	1,800.00	0	1,800.00
	Engagement Materials	1000 brochures @ \$5.00 ea.	5,000.00	0	5,000.00
	Education Event Materials	Volunteer prizes and give-aways	320.00	320	640.00
	Engagement Materials	Paid advertising for community engagement	\$4,300	0	\$4,300
H. Other			31,200.00	-	31,200.00
	Post Grant Maintenance	\$120/tree	31,200.00	-	31,200.00
TOTAL DIRECT COSTS			798,640.00	81,500.00	880,140.00
INDIRECT COSTS		12%	95,836.80		95,836.80
TOTAL PROJECT COSTS			894,476.80	81,500.00	975,976.80
LESS Program Income			-		-
TOTAL GRANT PROPOSED COSTS			894,476.80	81,500.00	975,976.80
			92%	8%	100%



Watsonville Community Forest Project Regional Location Map





Watsonville Community Forest Project

Pennsylvania Drive Tree Planting



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Planned Planting Sites

Common Tree Name

- Coast Live Oak
- Matchline

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Watsonville Community Forest Project

Census Tract Served and Disadvantaged Community (DAC) Status



Legend

Census Tracts 2010

DAC Status

- AB 1550 Low-Income Community
- SB 535 Disadvantaged & AB 1550 Low-Income Community
- Watsonville City Limit
- CensusTracts2010_AOI

N

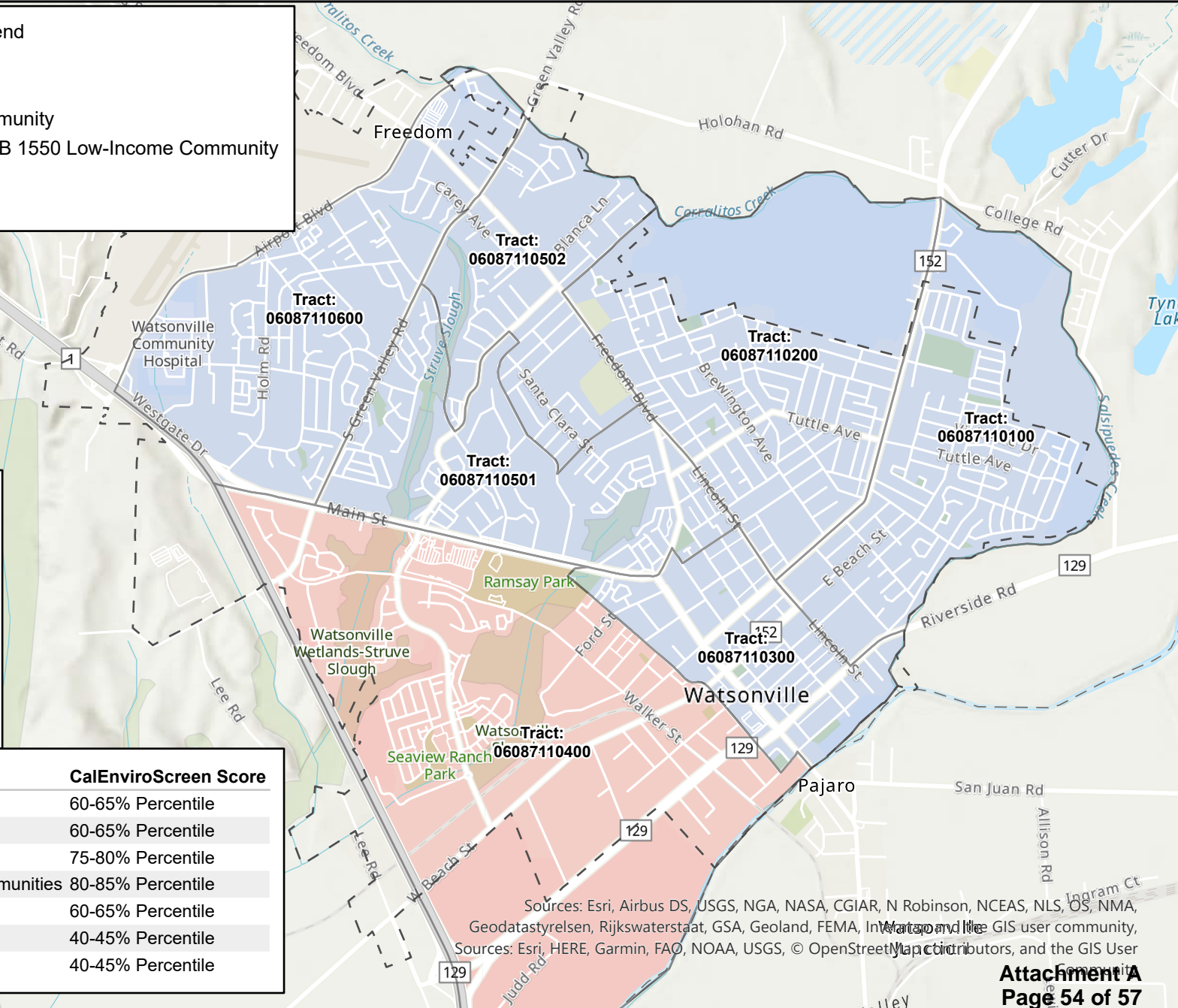
1 inch equals 2,750 feet

1000 0 1000 2000 3000 4000

Feet

Prepared by Watsonville GIS Center 4/09/2020 ([20-050] Urban Forest Mapping)
This Document is a graphical representation only of best available sources.
The City of Watsonville assumes no responsibility for any errors.

Tract	DAC Status	CalEnviroScreen Score
06087110100	AB 1550 Community	60-65% Percentile
06087110200	AB 1550 Community	60-65% Percentile
06087110300	AB 1550 Community	75-80% Percentile
06087110400	SB 535 /AB 1550 Communities	80-85% Percentile
06087110501	AB 1550 Community	60-65% Percentile
06087110502	AB 1550 Community	40-45% Percentile
06087110600	AB 1550 Community	40-45% Percentile

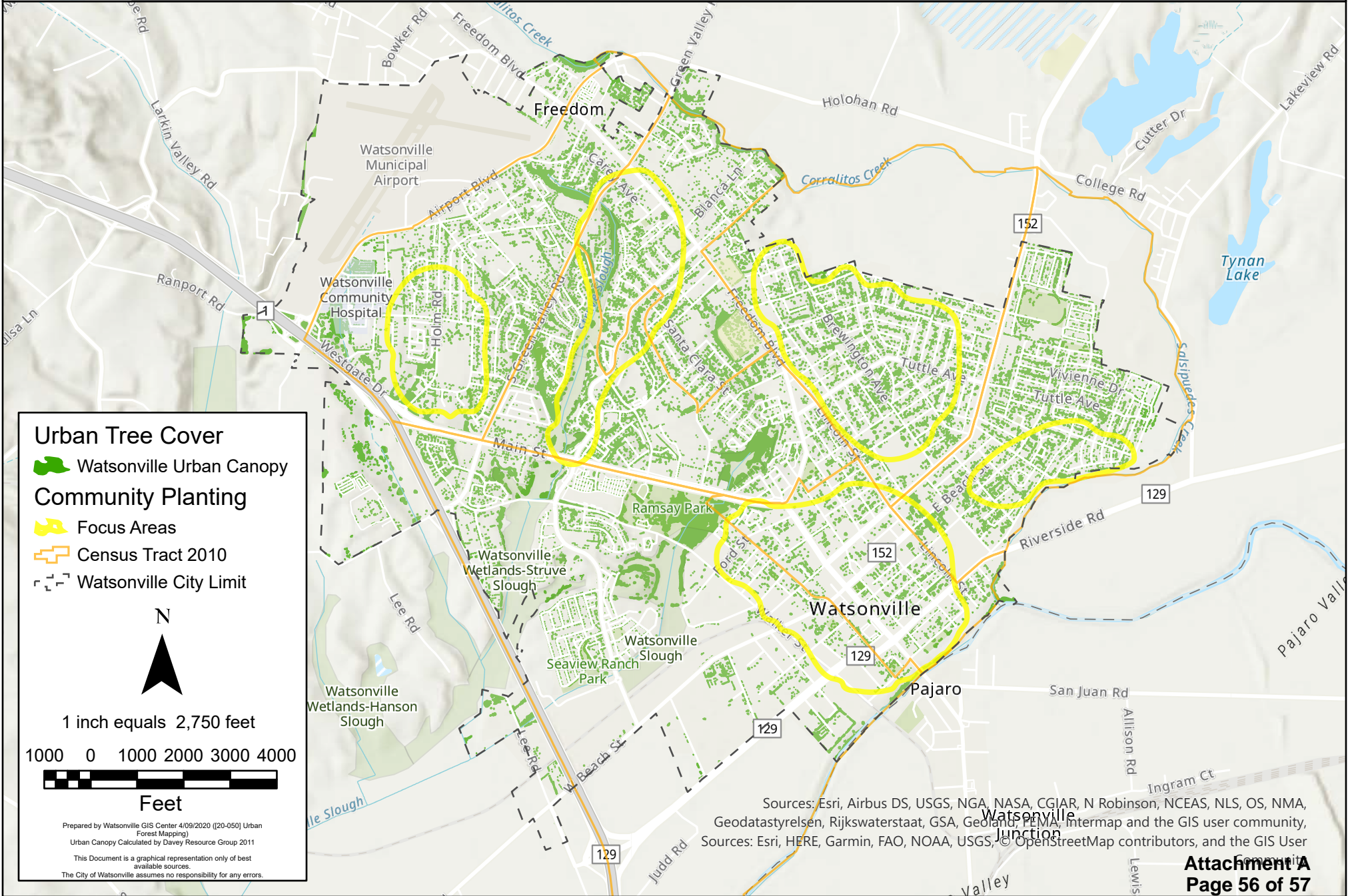


Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodastystyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Interpol, Esri, and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Watsonville Community Forest Project

Urban Canopy Cover and Community Planting Focus Area



Greenhouse Gas Reduction Fund - Urban and Community Forestry Program
 Project Budget (Revised 12-22-2020)
 City of Watsonville

Watsonville Community Forestry Project Budget (Revised 12/22/2020)					
Budget Item	Description	Cost Basis	CAL FIRE Grant		Total
			Share	Grantee Match	
A. Salaries and Wages			163,800.00	182,371.00	346,171.00
	City of Watsonville Staff (Planning, Outreach, UFMP)	1500 hours x \$50/hour		75,000.00	75,000.00
	City of Watsonville Parks Maintenance Staff Tree Planting, Establishment	1600 hours x \$25/hour	20,000.00	20,000.00	40,000.00
	Watsonville Wetlands Watch Support for Planning, Outreach, UFMP, Tree Planting, Establishment	5500 hours x \$30/hr	143,800.00	21,200.00	165,000.00
	Volunteer Labor for Tree Planting and Care, Engagement Activities	2100 hours x 31.51/hr		66,171.00	66,171.00
B. Employee Benefits			51,200.00	32,350.00	83,550.00
	City of Watsonville Staff	1200 hours x \$15/hour		18,000.00	18,000.00
	City of Watsonville Parks Maintenance Staff	2 staff @1600 hrs x \$9/hr	7,200.00	7,200.00	14,400.00
	Watsonville Wetlands Watch Support for Tree Planting, Inventory, Urban Forest Management Plan, Ordinance	5500 x 9.30/hr	44,000.00	7,150.00	51,150.00
C. Contractual			338,800.00	10,000.00	348,800.00
	Tree Canopy Analysis, Inventory, Outreach, UFMP, Ordinance	Consultant	269,000.00	10,000.00	279,000.00
	Develop site specific project designs	30 planting plans	16,000.00		16,000.00
	Sidewalk and concrete cutting to prepare tree plantings	\$2,500 per cut-out, 10 cut- outs	25,000.00		25,000.00
	California Conservation Corps, tree planting and tree establishment	Labor calculated at \$24/hr, 1200 hours	28,800.00	0.00	28,800.00
D. Travel			0.00	560.00	560.00
	Mileage	1000 miles x \$0.56/mile	0.00	560.00	560.00
E. Supplies			28,930.00	550.00	29,480.00
	Trees (260) & Replacement Trees (13)	273 #15 trees @ \$75/tree 273 @ \$10.00/tree, 820 @	20,475.00	0.00	20,475.00
	Tree Stakes, Ties, Mulch	\$0.70/tree, 120 yd @22/yd	5,944.00	0.00	5,944.00
	Hand Tools	50 @ \$25	0.00	550.00	550.00
	Irrigation Materials	Hoses, fittings, and hand watering materials	1,591.00	0.00	1,591.00
	Project sign	1 sign	400.00	0.00	400.00
	Tree tags	260 @\$2.00/tree	520.00	0.00	520.00
F. Equipment			3,150.00	6,000.00	9,150.00
	Tractor rental for planting preparation	7 days, \$450 per day	3,150.00	1,500.00	3,150.00
	Water Buffalo, misc. small equipment			4,500.00	4,500.00
G. Outreach/Education			10,520.00	1,520.00	12,040.00
	Tree care pamphlets and other Outreach/Ed materials	2000 @ \$3.00/ea. Paid advertising for	6,220.00	1,520.00	7,740.00
	Engagement Materials Advertising	community engagement	4,300.00	0.00	4,300.00
H. Other			28,600.00	0.00	28,600.00
	Post Grant Maintenance	\$110/tree	28,600.00	0.00	28,600.00
TOTAL DIRECT COSTS			625,000.00	233,351.00	858,351.00
INDIRECT COSTS		12%	75,000.00		75,000.00
TOTAL PROJECT COSTS			700,000.00	233,351.00	933,351.00
LESS Program Income			0.00		0.00
TOTAL GRANT PROPOSED COSTS			700,000.00	233,351.00	933,351.00
			75.00%	25.00%	100.00%