

WPAD Ad Hoc Vegetation Management Plan Task Force April 16, 2015 Report

Members of the Ad Hoc Vegetation Management Plan Task Force met with key city staff to help refine the approach to developing an RFP for creating a Vegetation Management Plan for the WPAD:

- City Planning-Darin Ranelletti, Deputy Director and CEQA/NEPA staff person
- Contracting- Deborah Barnes, Director of Contracting
- GIS—Ahsam Bai, IT Manager, Public Safety Support Services; Ifeoma Oike, IT Supervisor, Business Applications; Julian Ware, IT Spatial Data Specialist

As a result, we learned that

- The City already has GIS data and systems in place that can serve as the foundation for what we'd like to accomplish, and that the IT staff is interested in working closely on this project.
- It would be most efficient to combine the development of the Vegetation Management Plan with CEQA by interviewing teams of consultants with expertise in both areas.
- Because it is not clear that there is sufficient expertise among potential Oakland consultants who might respond to the RFP, OFD can request for an "availability analysis" to allow the City to cast a wider net outside of Oakland for qualified responders.
- Representatives from the Ad Hoc Task Force could participate in both the RFP development process and the evaluation of proposals.

We also discussed other issues that can impact the WPAD and the implementation of the Vegetation Management Plan that would benefit from WPAD Committee discussion at a future meeting:

1. **Timing:** It will take at least four months to hire the consultant team, and could take six months or more for the team to complete the project, which would bump into the end of WPAD funding in 2016.
2. **Funding:** While we will ask consultants to tell us what they can deliver for the funds currently allocated, city staff (and the task force) believe it will take additional funds to complete the full Vegetation Management Plan as desired. Where else can we find funding?
3. **Staffing:** Hiring the long-awaited Policy Analyst as soon as possible is imperative. Someone with the right set of skills needs to manage the contract and oversee the consultants as they develop the Vegetation Management Plan. There is a very high overhead associated with delegating this to Planning or another department. Additionally, once the plan is completed, it

will need to be managed—the Policy Analyst is funded through the WPAD and those funds are predicted to run out in 2016.

4. **Interim Issues:**
 - a. Streamlined contracting procedures
 - b. Setting up the email account specifically for comments concerning the Vegetation Management Plan/CEQA process and coverage
5. **Long Term Issues:** How to fund implementation of the Vegetation Management Plan once it is approved.

WPAD Committee Action at April 16, 2015 Meeting:

1. Approve and forward above recommendations to the City to begin developing an RFP for the Vegetation Management Plan and CEQA
2. Recommend that the WPAD Vegetation Management Plan Ad Hoc Task Force continues to participate as part of the RFP Scope Formulation Team and the Proposal Evaluation Team
3. Recommend that OFD ask the City to proceed with an “Availability Analysis” to allow for proposals from outside of the City of Oakland.

Ad Hoc Vegetation Management Task Force

Mike Petouhoff, Chair

Mark Grissom

Richard Kauffman

Barbara Kluger

Sue Piper