



GAIL FARBER, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE

REFER TO FILE: **AS-0**

July 16, 2014

REQUEST FOR PROPOSALS – ADDENDUM 1 LANDSCAPE MAINTENANCE SERVICES WEST AREA (2014-PA020)

Thank you for attending our mandatory Proposers' Conference Landscape Maintenance Services West Area (2014-PA020) held on Wednesday, July 9, 2014.

The following revisions have been made to the Request for Proposals (RFP). Added sections are shown in bold and deleted language is struck out:

Please note that the deadline to submit your proposals has been extended to **Monday, July 28, 2014, at 5:30 p.m.**

Important: Form PW-2, Schedule of Prices, has been deleted in its entirety and replaced with Form PW-2.1, enclosed. Please use Form PW-2.1 when submitting your proposals.

A. Addendum

1. In Exhibit A, Scope of Work, B. Work Location (page A.3), Item 12, has been revised as shown below:
 12. Santa Clarita Yard, **Santa Clarita.**
 - a. Total Area: 74,550 square feet
 - b. Planting Area: 20,334 square feet

14. Tujunga Wash Greenway Phase I – from Oxnard Street to Vanowen Street (left and right bank), Van Nuys.

- a. Total Area: 667,197 square feet**
- b. Planting Area: 496,626 square feet**
- c. Stream and Pond Area: 35,000 square feet (included in the total area, but not in the planting area).**

44.15. Tujunga Wash Greenway Phase II – from Vanowen Street to Sherman Way (left and right bank), Van Nuys.

- a. Total Area: 355,500 square feet**
- b. Planting Area: 194,910 square feet**
- c. Stream and Pond Area: 22,800 square feet (included in the total area, but not in the planting area).**

45. 16. Dunsmuir Sediment Placement Site

- 2. In the Exhibit A, Scope of Work, C. Work Description (page A.4), has been revised as shown below:

The costs for the following ~~45-16~~ items are to be included in the lump sum price in Schedule of Prices.

- 3. In the Exhibit A, Scope of Work, C.5 Weed Control (page A.7), has been revised as shown below:

d. Stream and Pond areas:

Contractor shall remove all weeds from stream and pond areas that are not aquatic/emergent wetland plants planted in the Tujunga Wash Phase I and II.

- 4. In the Exhibit A, Scope of Work, C.6 Litter Control (page A.7), has been revised as shown below:

- a. Contractor shall remove litter and other accumulated debris (including animal feces) within the landscape areas, including, but not limited to planted areas, rock areas, gravel areas, decomposed granite areas,

stream and pond areas, adjoining access roads and driveways, and drains.

5. In Exhibit A, Scope of Work, C.10 As-Needed Items (page A.13), Replant Trees, Shrubs, Ground Cover, Plants, etc., Item c.ii, has been revised as shown below:
 - ii. Upon request by the Contract Manager, Contractor shall replace dead or damaged plant materials twice a year, first at the beginning of the rainy season (September) and the second at the beginning of the spring season (March). The Contractor shall place a 3- to 4-inch layer of mulch within the watering ring around the trunk. No mulch shall ~~be the hourly rate indicated in Forms PW-2,~~ be placed within 2 inches of the trunk. The cost of replacing dead and damaged plant materials shall be the hourly rate indicated in Forms PW-2, Schedule of Prices, B.1.
6. In Exhibit A, Scope of Work, C.10 As-Needed Items (page A.15), has been revised as shown below:

11. Maintenance of Dunsmuir Sediment Placement Site:

Contractor shall perform the following tasks:

- a. **Remove weeds from the planted/seeded slopes monthly between February and July. Also, perform this task in September and December.**
- b. **Remove debris/tumbleweeds from the perimeter fence line of the property along Markridge Road and the road leading to Deukmejian Park (southern and eastern sides of property).**
- c. **Run a system test on the irrigation system each month (January through December) and make sure all areas are functioning.**

B. Clarification

The following answers are in response to the request for information and clarification submitted by attendees of the Proposers' meeting. Questions presented in this Addendum represent the questions asked by the Proposer in the form and context submitted.

1. **Question:** What is the start date for this contract?

Response: We anticipate awarding this contract before the end of 2014, so the work can start in January 2015; however, this date may change.

2. **Question:** Is the contract unilateral, or are extensions upon mutual agreement of both parties?

Response: All renewal options are per County's sole discretion. Please note the fourth paragraph of the Sample Agreement.

3. **Question:** Is a bid bond required?

Response: No.

4. **Question:** Are performance & payment bonds required?

Response: No.

5. **Question:** Who is the current contractor for this contract?

Response: Stay-Green, Inc.

6. **Question:** What is the current dollar amount of this contract?

Response: The existing contract's annual amount is \$116,418; however, as mentioned in the proposers' meeting, we highly recommend that you based your proposal per the requirements of this RFPs in its entirety and do not rely on the existing contract.

7. **Question:** How can we get a copy of the last contract?

Response: Copies of the current contract and Amendment 1-3 can be accessed at the below links. Also, please note our response to Question No. 6 above.

Executed Contract	http://file.lacounty.gov/bos/supdocs/52887.pdf
Amendment 1 (Changing Contractor from Wurzel to Stay-Green)	http://dpw.lacounty.gov/asd/contracts
Amendment 2	http://file.lacounty.gov/bos/supdocs/72393.pdf
Amendment 3	http://file.lacounty.gov/bos/supdocs/78723.pdf

8. **Question:** The Verification of Proposal form asks for our business license number. Is this a county business license?

Response: Business License No. is your state of California Business License. County WebVen No. is the County of Los Angeles Registration number as described on Part I, Section I.U, Vendor Registration, on page 1.10.

9. **Question:** We do not see any mention of fertilizer in the spec. Is there any requirement for fertilization in this contract?

Response: Fertilizer is mentioned in the Scope of Work, page A.15 and A.18. Please note that if fertilizer or mulch is needed during the regular maintenance of the sites, it is the responsibility of the Contractor to provide them; however, if fertilizer or mulch is required during the as-needed work, Public Works will pay for them. Public Works will reimburse the Contractor for the price of fertilizer or mulch, upon request and verification of the paid fees, no mark-up will be allowed. Also, please note updated Schedule of Prices, Form PW-2.1, enclosed.

10. **Question:** The spec mentions mulch. Will the contractor be responsible for providing this material?

Response: Please note our response to question No. 9 above.

11. **Question:** Are we responsible for the pet litter bags and how many pet litter bag dispensers exist in the Contract?

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Response: Yes. This is the Contractor's responsibility. Please note Exhibit A, Litter Control, Item 6 (page A.8). There are a total of 19 pet litter bag dispensers in the contract.

If you have questions concerning the above information, please contact Mr. Edwin Manoukian at (626) 458-4057, Monday through Thursday, 7 a.m. to 5 p.m.

Very truly yours,

GAIL FARBER
Director of Public Works

A handwritten signature in black ink, appearing to read "Ghayane Zakarian". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

GHAYANE ZAKARIAN, Chief
Administrative Services Division

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SCHEDULE OF PRICES
FOR
LANDSCAPE MAINTENANCE SERVICES WEST AREA
(2014-PA020)

The undersigned Proposer offers to perform the work described in the Request for Proposals for the following price(s). The proposer shall furnish all labor, materials, transportation, taxes, equipment, supervision, and supplies unless stated otherwise in the Request for Proposals. It is understood and agreed that where quantities, if any, are set forth in the Schedule of Prices, they are but estimates and that the unit prices quoted, if any, will apply to the actual quantities, whatever they may be.

NOTE:

Dumping Fees:

Public Works will reimburse all dumping fees upon request and verification of the paid fees, no mark-up will be allowed. Public Works will not pay for labor and transportation of debris to the dumpsite.

Fertilizer and Mulch:

If fertilizer or mulch is needed during the regular maintenance of the sites, it is the responsibility of the Contract to provide them; however, if fertilizer or mulch is required during the as-needed work, Public Works will pay for them. Public Works will reimburse the Contractor for the price of fertilizer or mulch, upon request and verification of the paid fees, no mark-up will be allowed. Public Works will not pay for labor and transportation of fertilizer and mulch to the sites.

<u>Item</u>	<u>Task Description</u>	<u>Total Acres</u>	<u>Monthly Price</u>	<u>No. of Months</u>	<u>Annual Price</u> (Monthly Price X 12)
A.	Provide Landscape Maintenance Services according to Exhibit A, Scope of Work, for the following locations: (See Exhibit A, Items B 1-15, Work Location for West Area)				
	1. Calabasas Creek at Hattera Street/Fallbrook Avenue, Canoga Park.	0.37		X 12	
	2. Aliso Creek on Wilbur Avenue N/O Lanark Street, Reseda.	0.13		X 12	

	3. Aliso Creek on San Fernando, Mission Road E/O Newcastle, Granada Hills.	0.49		X 12	
	4. East Canyon Channel on Rinaldi Street W/O I-(5), Mission Hills.	0.54		X 12	
	5. Cheseboro Creek on Agoura Road S/O Ventura Freeway, Agoura Hills.	0.08		X 12	
	6. Bell Creek at Owensmouth Avenue, Canoga Park.	0.14		X 12	
	7. Los Angeles River Ernie's Walk b/w Valleyheart - River, Los Angeles.	1.20		X 12	
	8. Los Angeles River Laurel Canyon Greenway S/S River, Studio City.	1.75		X 12	
	9. Los Angeles River, North Valleyheart Riverwalk (North Bank) from Fulton Avenue to Coldwater Canyon Avenue, Studio City.	1.92		X 12	
	10. Los Angeles River, South Bank, from Coldwater Canyon Avenue to approximately 520 feet upstream, Studio City.	0.59		X 12	
	11. Los Angeles River Headwaters Project - north and south bank, from Owensmouth Avenue to Mason Avenue (Includes small portion of Browns Creek), Canoga Park.	8.41		X 12	
	12. Santa Clarita Yard, Santa Clarita	1.71		X 12	
	13. Pacoima Wash,	0.01		X 12	

	Van Nuys.				
	14. Tujunga Wash Greenway Phase II, from Vanowen Street to Sherman Way, Van Nuys.	8.16		X 12	
	15. Tujunga Wash Greenway Phase I, from Oxnard Street to Sherman Way, Van Nuys.	15.3		X 12	
	16. Dunsmuir SPS, Glendale	37.5		X 12	
	Total Acres	78.3			
Total Annual Proposed Price for Item A.					\$

<u>Item</u>	<u>Task Description</u>	<u>Hourly Rate for Work</u>	<u>Annual Proposed Cost</u>
B.	As-Needed Items (Only to be performed with Public Works approval) Exhibit A, Item C-10, a-f		
B.1	a. Manual operation of irrigation system past the required 30-day period. b. Irrigation system repairs. c. Replant trees, shrubs, ground cover, plants, etc. (See Exhibit A, C.10.a-c)	\$ x 3,000 Hours	\$
B.2	d. Major tree-trimming, tree removal, and stump and root removal, hourly. (See Exhibit A, C.10.d)	\$ x 2,000 Hours	\$
B.3	e. After-hours emergency to shut off water, each. (See Exhibit A, C.10.e)	\$ x 100 Each	\$
B.4	f. Hydroseeding, hourly <u>Note:</u> Public Works will reimburse seed material and erosion control devices at no mark-up.	\$ x 4,000 Hours	\$
Total Annual Proposed Price for Item B.1-B.4			\$
Total Annual Proposed Price for Item A. & B.			\$

FORM PW-2.1
(Addendum 1)

LEGAL NAME OF PROPOSER		
SIGNATURE OF PERSON AUTHORIZED TO SUBMIT PROPOSAL		
TITLE OF AUTHORIZED PERSON		
DATE	STATE CONTRACTOR'S LICENSE NUMBER	LICENSE TYPE
PROPOSER'S ADDRESS:		
PHONE	FACSIMILE	E-MAIL

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