

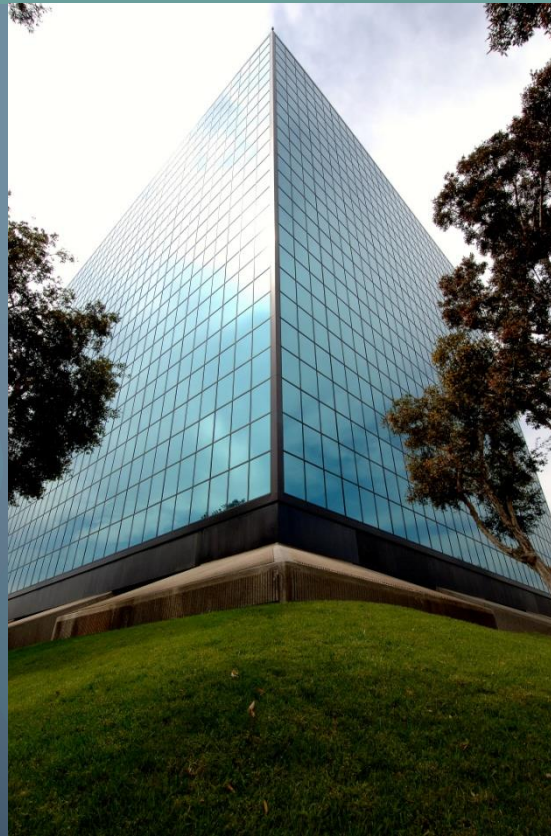
February 26, 2020

LANDSCAPE AND GROUNDS MAINTENANCE SERVICES FOR THREE LOCATION GROUPS

(BRC0000111)

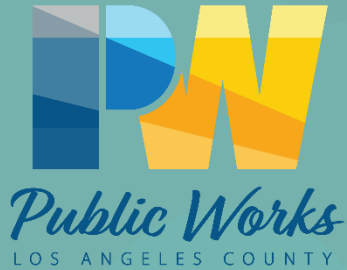
Contract Analyst:
Amber Turner

Backup Analyst:
Danny Medina



Contract Managers:
Dana Zindroski (SLG₁)
Laura Rockett (SLG₂)
Brian Le (SLG₃)

Division Representative
Rudy Lopez (SLG₁)

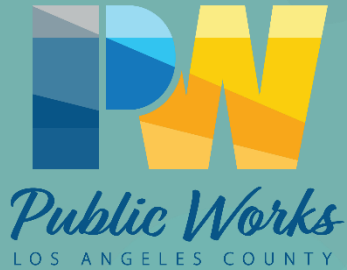


AGENDA

- PART I
 - CONTRACT HIGHLIGHTS
- PART II
 - Q & A
- PART III
 - CLOSING REMARKS

Deadline to Submit Written Questions:

- Tuesday, March 3, 2020



PART I-Contract Highlights

- Estimated Contract Annual Amounts:

\$450,000 for Montrose/Altadena

\$375,000,000 for RMD141/241

\$450,000,000 for RMD446



PART I-Contract Highlights

- Contract Term:
 - Commencing upon Board's approval
 - 1 Year Initial Term
 - Four 1-Year Renewals
 - Maximum Potential Contract Term of 5 years

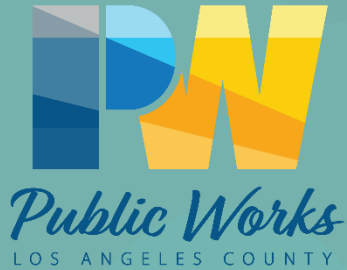




PART I-Contract Highlights

- Minimum Requirements
 - Page 3, #s 1 through 8
 - Bidder must be on the Qualified Contractor List (Resulting from RFSQ 2014-SQPA001)
 - Bidder and Supervising Employee(s) must have 3 years of experience
 - MR #4 shows the minimum number of landscaping workers and hours required per location
 - Bidder must have C-27 Landscaping license
 - Bidder must have a Pest Control Business License
 - Bidder Must have Pesticide Qualified Applicator License
 - Bidder must be registered with the DIR for prevailing wages





PART I-Contract Highlights

- Bid Submission Deadline:
 - Wednesday, March 11, 2020 – 5:30 p.m. at the Mezzanine Level, Cashier; OR submitted online via [BidExpress.com](https://www.bidexpress.com)
- Use the website listed on page 2 for downloading documents pertaining to this solicitation
- Questions relating to this IFB must be submitted in writing to the analyst listed on page 6.





PART I-Contract Highlights

- Local Small Business Enterprise (LSBE), Disabled Veteran Business Enterprise (DVBE), and Social Enterprise (SE) Preference Programs
 - Refer to Part I of the RFSQ.
- Benefits?
 - Price reduced by 15% of the lowest proposed price, up to \$150K (evaluation only)
- To apply: DBCA website
 - <http://dcba.lacounty.gov>



PART I-Contract Highlights

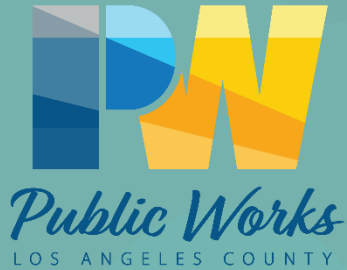
- Bid Format and Content Requirements
 - Page 5
- Bid Submission
 - Online via [BidExpress.com](https://www.bidexpress.com) OR
 - At the Cashier's office
 - Five complete sets, one original, two copies
 - One digital original, one digital redacted
 - Please mark the original



PART I-Contract Highlights

- General Conditions of IFBs are outlined in the RFSQ
 - **Please note** - Wages, materials, and other costs: We would like to highlight that it is the responsibility of the bidder to calculate the bid price to take into consideration a possible escalation of wages, materials, fuel prices, and other costs during the contract period. The board, county, public works, district(s), or director make no representations regarding future costs or the rate of wages that may become necessary to pay employees of the contractor for the work performed during the contract period. (Listed in the RFSQ)

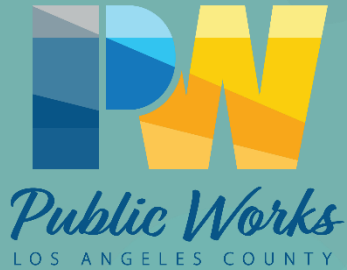




PART I-Contract Highlights

- Pass/Fail Review
 - Page 5
- Evaluation Criteria
 - Page 7
 - Proposed Price (100 Points)
 - Lowest proposed price will receive the highest score





PART I-Contract Highlights

- Award of the Contract
 - The Board is the ultimate decision-making body to award, or not award, a contract.
- Protest Policy
 - Please see original RFSQ





PART I-Contract Highlights

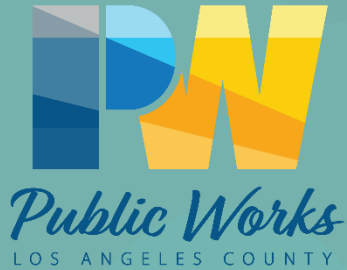
- Table of Forms & Attachments
 - Forms PW-2 through PW-21.1 and LW-2.1 through LW-8.3
- Form PW-2 is the submissions instructions for the Schedule of Prices Forms.
 - Read page 1 completely
 - Complete page 2 (select all that apply)



PART I-Contract Highlights

Forms PW-2.1 through 2.3

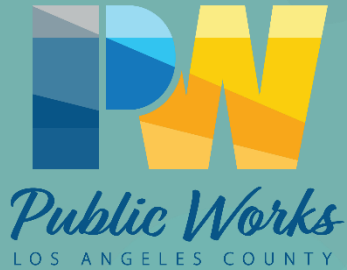
- All PW-2.1-2.3 forms are to be accessed and filled out electronically.
- Do not fill out Pw-2.1-2.3 forms manually.
- Once filled out online, print, sign hard copies where required, and submit with your bid.
- Each Service Location Group will be awarded independently, please submit the Schedule of Prices form for each location you are bidding on.



PART I-Contract Highlights

Forms PW-2.1 through 2.3

- Form PW-2.1 SAMPLE
 - Pages 2-17, Minimum Hours Per Frequency (Informational Only)
 - Pages 18-22, Task Description Hourly Cost
 - Pages 23-27, Summary Sheets
 - Pages 28, Total Summary for all Terms (Will automatically calculate)
 - Page 29-43, Unit Price Lists



PART I-Contract Highlights

- Form LW-8 is the Staffing Plan and Cost Methodology Form.
 - Read and complete pages 1 and 2 (select all that apply)
- Forms Lw-8.1 through LW-8.3
 - Are also to be accessed and filled out electronically.



PART I-Contract Highlights

- Part II
 - Sample Agreement
 - The Scope of Work
 - Pages A.1 – A.51
 - Standard Contract Terms & Cond.
 - Please see original RFSQ
 - Insurance Requirements, Section 5 of RFSQ:
 - \$2 million General Liability
 - \$1 million Automotive
 - \$1 million Workers Comp.

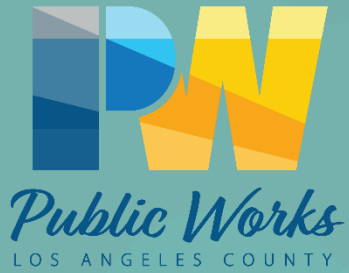




PART I-Contract Highlights

- Additional Exhibits:
 - F.1-Performance Requirements Summary
 - G.1-G.3 – Service Area Maps (Accessed online)
 - Exhibit H – Bid Submission Instructions





PART II- Q&A



February 26, 2020

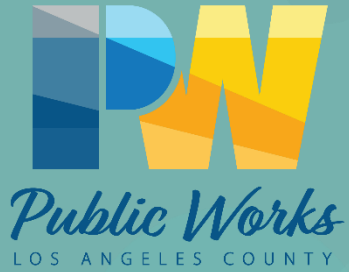


PART III-Closing Remarks

- Physical signatures required for all documents

Deadlines

Wednesday (today)	2/26/2020	CONFERENCE
Tuesday	3/3/2020	DEADLINE TO SUBMIT QUESTIONS
Wednesday	3/4/2020	DEADLINE TO SCHEDULE SITE VISITS
Wednesday	3/11/2020	DEADLINE TO SUBMIT BIDS (BY 5:30 P.M.)



THANK YOU!

