



MARK PESTRELLA, 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: **BRC-1**

November 24, 2021

INVITATION FOR BIDS – INFORMATIONAL UPDATE 2 LANDSCAPE AND GROUNDS MAINTENANCE SERVICES FOR PUBLIC WORKS HEADQUARTERS COMPLEX (BRC0000252)

Please note that the deadline for bid submission via BidExpress is **Wednesday, December 1, 2021, by 5:30 p.m.** Submission of bids will only be accepted electronically using BidExpress. Submission of hard copy bids or any other format such as e-mail **will not** be accepted.

All addenda and informational updates will be posted at <http://pw.lacounty.gov/brcd/servicecontracts>. Please check the website frequently for any changes to this solicitation.

QUESTIONS AND ANSWERS TO LANDSCAPE AND GROUNDS MAINTENANCE SERVICES FOR PUBLIC WORKS HEADQUARTERS COMPLEX (BRC0000252)

The following answers are in response to the request for information and clarification submitted by bidders for the Landscape and Grounds Maintenance Services for Public Works Headquarters Complex (BRC0000252). The questions presented in this informational update represent the questions asked by the bidders in the form and context as submitted.

1. **Question:** What is the current monthly invoice for this contract?

Response: The monthly invoice for the current contract is \$7,611.

2. **Question:** Do we pay the higher of the living wage versus the prevailing wage?

Response: The Contractor is required to comply with both prevailing wage and living wage. The wages paid to the employee must be the higher of the two based on the job/task being performed.

3. **Question:** Is contractor responsible for cost of irrigation parts or are parts paid for by LA county?

Response: The contractor will be responsible for cost of irrigation parts. Please see Exhibit A.1, Scope of Work, Section E.6.c, on page A.8 for reference.

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

Response: No. A bid bond is not required.

5. **Question:** Are the planting plans posted just as reference or is some of the contract involve planting?

Response: Please see Exhibit A.1, Scope of Work, Section E.8.d, on page A.9 for reference.

6. **Question:** For the bid submission, do we need to only submit the forms provided?

Response: Bids will be reviewed on a Pass/Fail basis concerning all items listed in the IFB Notice, Section A.1, Bid Submission Requirements. Please include all items listed under this section, numbers 1 through 6. In addition, Bidder should thoroughly provide a write up on how they meet the minimum requirements.

7. **Question:** Is it only LSBE DVBE and SE that get the preferences? Not MBE SBE EBE or DBE?

Response: Yes. The County only has preferences for Local Small Business Enterprise (LSBE), Disabled Veterans Business Enterprise (DVBE), and Social Enterprise (SE).

8. **Question:** Will we get a copy of the slideshow emailed to us along with the list of contractor's who attended this meeting?

Response: The PowerPoint slides that were presented during the Mandatory Bidders' Conference and Sign-In sheet are posted on the same website as the IFB: <http://pw.lacounty.gov/brcd/servicecontracts>.

9. **Question:** Who is the [current] contractor? and monthly price?

Response: The current contractor is Mariposa Landscapes, Inc. In addition, please see response to Question 1.

10. **Question:** Is that old contract the same as the new contract? no additional work or locations?

Response: Please thoroughly review the entire Exhibit A.1, Scope of Work, and Exhibits for the work that is being requested for this service. Please prepare your bid in response to this solicitation solely based on this IFB's requirements and do not rely on the current or former contracts' requirements.

11. **Question:** Are there any changes in the RFP from the last time it was up for bid?

Response: Please see response to Question 10.

12. **Question:** Are there any changes in the current scope of work and the and last time it was out for bid?

Response: Please review the entire Exhibit A.1, Scope of Work, for the work that is being requested for this service. Please prepare your bid in response to this solicitation solely based on this IFB's requirements and do not rely on the current or former contracts' requirements.

13. **Question:** How Long has the current incumbent had the contract?

Response: The current contract was executed on July 19, 2016.

14. **Question:** Who pays for Irrigation Parts?

Response: Please see response to Question 3.

15. **Question:** What is the tree maintenance requirements?

Response: Please see Exhibit A.1, Scope of Work, Section E.3, Trees, on pages A.5 and A.6.

16. **Question:** Is Roundup ok to use in you city?

Response: No. The use of any products containing glyphosate is permanently banned for use by Los Angeles County. The contractor will not be applying any chemical application unless otherwise approved in writing by the contract manager. Please bid accordingly.

17. **Question:** Is storage provided on city property for contractors equipment?

Response: Please see Exhibit A.1, Scope of Work, Section J, Storage Facilities, on page A.11.

18. **Question:** Is there a mandated man/worker/crew count for this RFP?

Response: Yes. Please refer to the IFB Notice, minimum requirement number 4.

19. **Question:** Do you have an engineer's estimate?

Response: The estimated annual contract amount for this service is \$600,000, please note that this is not an engineer's estimate.

20. **Question:** Does contractor pay for disposal or city?

Response: Disposal for this contract shall be at the contractor's expense. Please see Exhibit A.1, Scope of Work, Section K, Removal of Debris, on page A.11 for reference.

21. **Question:** How do I submit a public records request for this contract [through] the county of Los Angeles?

Response: Please submit all public records request for this contract to Ms. Amber Turner at aturner@pw.lacounty.gov.

22. **Question:** Maintenance Service is allocated to 900 South Fremont Avenue, Alhambra, California 91803. Does this include across the street as well? The county parking lot adjacent is not 900 S. Fremont as stated in the RFP. Can you please define maintenance area.

Response: Maintenance will only be at 900 South Fremont Avenue, Alhambra, California 91803.

23. **Question:** Does the Community Business Enterprise Participation mandated advertisement apply since Pw-8.1 pages 1-3 state "No Subcontracting is allowed for this service". Since we are not allowed to subcontract do we have to advertise to CBE enterprises?

Response: The Community Business Enterprise Participation is not limited to subcontractors only. All bidders shall document good faith efforts it has taken to assure that Community Business Enterprise are utilized when possible to provide supplies, equipment, technical services, and other services under this contract.

24. **Question:** Who is the current contractor? What is the current contract amount?

Response: The current contractor is Mariposa Landscapes, Inc. In addition, please see response to Question 1.

25. **Question:** In past contracts has the contractor needed to complete services i.e.: tree pruning and tree trimming, irrigation repairs, plant replacements, etc. on weekends?

Response: Yes; however, not on “typical” weekends. Due to Public Works' primary 4/40 schedule, Monday through Thursday, any possible disruptive work is conducted on Fridays.

26. **Question:** When was the last time the trees were pruned/trimmed at the site?

Response: The last time the trees were pruned/trimmed at the site was in August 2021.

27. **Question:** Can the county provide a tree count for the site?

Response: The tree count for the site is 77 trees.

28. **Question:** It was mentioned that public works headquarters has renovations being completed. Can you confirm if the renovations are completed or will be completed by the time this contract begins?

Response: The completion for the renovations at Public Works is estimated to be done by December 30, 2021.

29. **Question:** In the scope of work it states contractor shall adhere to “nesting bird avoidance” procedures prior to all tree maintenance. Refer to Exhibit K, Nesting Bird Avoidance Procedures Verification Form. Will the County provide completed nesting bird avoidance procedures verification forms completed by a biologist before any tree work is to be completed by the Contractor? If not, can you advise if the contractor will need to complete this Exhibit K form with a biologist? And if the contractor is to do so with a biologist, will the contractor be able to provide an extra work quote for this work when it is required?

Response: A biologist is not required for this contract.

30. **Question:** A lot of the irrigation scope of work items refer to being on an “on-call basis” (IE: inspect, repair, and replace parts on an on-call basis) and being paid at the on-call hourly rate on the schedule of prices and materials compensated according to pass-through paragraph G. Can you advise when/what irrigation items will be compensated under the on-call items?

Response: Please see Exhibit A.1, Scope of Work, Section E.6.c., on page A.8.

31. **Question:** In previous contracts did this site require frequent repairs and replacements for irrigation? How much is estimated to have been repaired or replaced?

Response: No. Previous contracts did not require frequent repairs and replacements for irrigation. However, please do not use past performance and replacement history to provide your bid as there has been major revisions to the maintenance area. Please see response to Question 12.

32. **Question:** In previous contract years how much was spent on on-call or pass-through costs?

Response: There has been minimal on-call or pass-through costs on previous contracts. Please see response to Questions 12 and 31.

33. **Question:** Is it the contractor's responsibility to provide irrigation parts, plant materials, etc. for items vandalized or damaged caused outside of the contractors control? or will these repairs/ replacements be an extra quote?

Response: Please see Exhibit A.1, Scope of Work, Section E.8.d., second paragraph, on page A.9.

34. **Question:** In the scope it states, "Contractor shall twice annually (June and December) have a certified arborist conduct a site visit and provide a written report to public works." What type of arborist report are you requiring to be completed? Also, will this be something the contractor will quote extra with the on-call arborist hourly rate?

Response: A certified arborist report provides information on the health and condition of trees. The report also lists potential causes of the problem and offers remedies. The twice annually written reports are a part of the scope of work and do not fall under the On-Call arborist (extra quote). Please see Exhibit A.1, Scope of Work, Section E.3.h., on page A.6 for reference.

If you have any questions concerning the above information, please contact Ms. Amber Turner at (626) 458-4199 or Ms. Ani Karapetyan at (626) 458-4050, Monday through Thursday, 7 a.m. to 5 p.m.

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We encourage you to follow us on Twitter @[LACoPublicWorks](https://twitter.com/LACoPublicWorks) for information on Public Works and instant updates on contracting opportunities and solicitations.

Very truly yours,

MARK PESTRELLA, PE
Director of Public Works

A handwritten signature in black ink, appearing to read "E. Manovitz", with a stylized flourish at the end.

JOSE QUEVEDO, PE
Assistant Deputy Director
Business Relations and Contracts Division

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