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DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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REFER TO FILE: **AS-0**

December 16, 2013

REQUEST FOR PROPOSALS – INFORMATIONAL UPDATE 1 WATERWORKS DISTRICTS 36, 37, AND 40 FACILITIES (2013-PA029)

Thank you for attending the Proposers' Conference for the Landscape and Grounds Maintenance Services for East County Medians on December 4, 2013, for your interest in the Request for Proposals (RFP).

QUESTIONS AND ANSWERS TO LANDSCAPE AND GROUNDS MAINTENANCE SERVICES FOR EAST COUNTY MEDIANS

The following answers are in response to the request for information and clarification submitted by attendees of the Landscape Maintenance Service for Waterworks Districts 36, 37, and 40 Facilities (2013-PA029) Proposers' meeting. Questions printed in this Informational Update 1 represent the questions asked by Proposers in the form and context as submitted:

- Question:** There appears to be some need for clarification as to what is or is not included in the contract. I assume the intent is that the contractor provide all landscape and irrigation and horticultural and arborist and pest control and integrated pest control needs within the boundaries of all sites without exception. That includes trees, shrubs roads, hardscape, asphalt, building edges, detention basins open areas etc. etc. etc. If any contractor would assume that any area is 'not' included in this contract it would only be fair that that contractor clarify that in advance?

Response: All areas mentioned above are included. In areas where natural vegetation is present, it is allowed to remain as long as it does not interfere with access to the facilities on the site. The contractor shall be comply with the scope of work and with the Los Angeles County Agriculture commissioner weed abatement program. Please see link for additional information:
<http://acwm.co.la.ca.us/Template/Temp9/weedProperty.html>

2. **Question:** It is law that any sites with pumps, tanks, water sources etc. be maintained without the use of conventional control chemicals. I think it is only fair to know full details of this use permit inspection process and if any bidders or the Contract Manager is of the opinion that conventional pest control products can be used.

Response: Any work done, including the use of any chemicals must be in compliance with the scope of work and all Federal, State, and local laws.

3. **Question:** Does North County understand that in high rain patterns, the two month and quarterly intervals will 'cause' in and of themselves occasions of obvious unsightly very tall and intense weeds. Nonetheless are we all in agreement that if sites have very tall weeds and are very unsightly that we will not receive work quality complaints. Do we also concur on the understanding that any contractor can visit sites more often which will actually lower his costs to keep weeds in check. EXAMPLE: If a site has gone several months without a service visit, it will cost 5 times more labor and materials to bring up to spec than if the contractor had visited months earlier and sprayed or mowed or whatever when weeds were less than an inch?

Response: At the request of the Contract Manager, additional maintenance visits may be required due to abnormal weather patterns or circumstances outside of the control of the Waterworks Districts. The contractor would be compensated at the unit rate quoted on PW-2 for any additional frequencies for the additional work. The cost and scope shall be preapproved by the contract manager in writing. Work quality complaints are to be given to the contractor 10 to 15 working days after receiving the weekly maintenance activity report. If the contractor decides to perform work at any site on a more frequent basis to increase efficiency, that is also acceptable as long as there is no increase in cost.

4. **Question:** Is it ok to keep all open areas mowed and string trimmed to 2" or less and since many areas it is not legal to use chemical control anyway.

Response: Yes, this is acceptable, as long as it complies with Los Angeles County Agricultural commissioner weed abatement program. Here is a link for additional information:

<http://acwm.co.la.ca.us/Template/Temp9/weedProperty.html>

5. **Question:** The contract states to trim all trees and shrubs. Should we take this at face value? Another contract section requires an ISA Certified Arborist use for tree care and reports. Do we take this at face value.

Response: Please see Scope of Work, Sections E.2 and E.3. Tree topping and thinning out are not included in this contract. A certified arborist is only required when there is damage done to the tree.

6. **Question:** An IA Certified Landscape Water Auditor licensed is required to set clocks and do other irrigation services as per contract. Is that to be taken at face value.

Response: Yes, please see Scope of Work, Section E.7.g, page A.6.

7. **Question:** Many sites at one time had manicured hedges maintained at a 2 or 3 ft. height. Now said shrubs have grown to a height several feet above the walls. Is this the new spec? Is this to be corrected before the accepted bidder starts, or should we provide a proposal for North County WD to pay us for that work?

Response: Proposers shall submit bids based on the requirements of the Scope of Work. Before the commencement of this contract, the contractor shall document and submit any and all items that they may consider deficient and require improvement. Any noted deficiencies that were caused by the current contractor that may require improvement would be outside the scope of this contract. The Contract Manager may ask for a quote to repair or improve any item that the manager deems necessary. If the Contract Manager deems the improvement not necessary, then it should be maintained as is. Any and all additional work done outside of the scope of work shall be preapproved in writing.

8. **Question:** Many sites have dead trees and shrubs that were alive and well when the current contract was initiated. Are these to be replaced and should we provide a bid to that effect or will North County work this out with their current contractor, or should they be just left in place in their current dead unsightly condition?

Response: The Contractor is responsible for all items listed in the Scope of Work. Please see response to question 7.

9. **Question:** Many sites have either partial or full non-operational irrigation systems. Is North County in progress with their current contractor to correct this, or shall we as potential provide the hours of necessary inspection time to provide a quote to correct the problems.

Response: The Contractor is responsible for all items listed in the Scope of Work. Please see response to question 7.

10. **Question:** At what point in time does North County provide a statement to the winning bidder that their position is that the sites are now fully functional in terms of tree and shrub plantings and irrigation systems so that it is clear who is responsible for what?

Response: The contractor is responsible for all items listed in the Scope of Work. Please see response to question 7.

11. **Question:** It is my position that I interpret the specs to say that any tree or shrub that expires when the winning bidder is maintaining the site is to be paid for by the winning bidder? In other words the winning bidder is responsible to keep the full North County inventory of trees and shrubs and turf in good health on a continual basis at all times.

Response: Yes, please see Scope of Work, Section E.8.f, page A.7.

12. **Question:** What is the North County WD procedure for managing the plant and tree etc. inventory each month or quarter or by video or simply is it within the scope and trust of the winning bidder?

Response: The Contractor's supervisor is responsible for quality control and shall inspect sites on a monthly basis for quality control. In addition, the County will perform visual inspections.

13. **Question:** Many sites have large desert shrubs growing up against County fences on the outside and the spec says to clear 2 ft. There are thousands of ft. in this condition. I don't know if the County owns this land or if permission will be needed. What is the status on such areas?

Response: There is no 7-foot clearance requirement from fences in the Scope of Work. All of the clearance requirements on the outside perimeter of fences in PW-2 are either on Waterworks Districts Property, easement, or public right of way.

14. **Question:** Some large dead spots in turf? Are we to bid?

Response: The Contractor is responsible for all items listed in the Scope of Work. Please see response to question 7.

15. **Question:** Many areas of turf are taken over with weeds and crabgrass? Shall we bid?

Response: The Contractor is responsible for all items listed in the Scope of Work. Please see response to question 7.

16. **Question:** Some blown-in trees ie elm and willow have blown into some planters and allowed to grow to 10-15 ft. These were not intended to grow in said areas. Shall we bid to remove?

Response: The Contractor is responsible for all items listed in the Scope of Work. Please see response to question 7.

17. **Question:** It is normal procedure for sites to be brought up to a normal level of acceptance before contract work commences. Does North County WD intend for all the planting replacements and trimming and irrigation etc. be completed before the contract commences?

Response: The Contractor is responsible for all items listed in the Scope of Work. Please see response to question 7.

18. **Question:** Will all prospective bidders have the opportunity to develop competitive quotes for all the work needed as described above? Or will only the winning contractor be given that opportunity?

Response: The Contractor is responsible for all items listed in the Scope of Work. Please see response to question 7.

19. **Question:** Since the specs clearly say "tree trimming" should we not provide a quote to trim all trees on the sites to ISA standards if a ISA report deems it necessary?

Response: No, please see response to question 5.

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If you have questions concerning the above information, please contact Mr. Eric Fong at (626) 458-4077, Monday through Thursday, 7 a.m. to 5 p.m.

Very truly yours,

GAIL FARBER
Director of Public Works



for GHAYANE ZAKARIAN, Chief
Administrative Services Division

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