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COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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March 19, 2020

IN REPLY PLEASE

REFER TO FILE: **BRC-1**

INVITATION FOR BIDS - ADDENDUM 2 LANDSCAPE AND GROUNDS MAINTENANCE SERVICES FOR THREE LOCATION GROUPS (BRC0000111)

Thank you for attending our mandatory bidders' conference for Landscape and Grounds Maintenance Services for Three Location Groups (BRC0000111) held on Wednesday, February 26, 2020.

Please note that the deadline for bid submission is **Wednesday, April 1, 2020, at 5:30 p.m.**

As a reminder, submission of bids will only be accepted electronically. Submission of hard copy bids 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.

Please take note of the following revisions to the Invitation for Bids (IFB). (Note that the changes that have been added are in **boldface**). Section A is the Addendum and Section B is the Questions and Answers.

A. Addendum

1. Form PW-2.1 – PW-2.3, Schedule of Prices for Montrose/Altadena Medians; RMD141/241 Medians; and RMD446 Medians of the IFB are deleted in their entirety and replaced with revised forms entitled **Form PW-2.1A – PW-2.3A**, Schedule of Prices for Montrose/Altadena Medians; RMD141/241 Medians; and RMD446 Medians. Please use the revised PW-2.1A, PW-2.2A, and PW-2.3A forms, which are to be accessed on the online link above, when submitting your Bid.

2. Exhibit A.1, Scope of Work, Section G.15, Mulch (page A.36), has been added as follows:

15. Mulch

Contractor shall purchase, deliver, and install mulch to a depth of 2 to 3 inches and apply only where the existing mulch has either been cultivated into the soil or removed, in accordance with Form PW-2. The anticipated replacement and installation for mulch in each landscaped area, is as follows:

- a. All landscaped areas shall receive an annual refreshing of 1-1/2 cubic yards per 1000 square feet.**
- b. For new plantings, each container plant shall have a 3-inch layer of mulch placed in its watering basin. Cost of mulching in any new locations will be in accordance with the Unit Price List and shall be reimbursed by the County in accordance with Section Y, Pass-Through Costs and Additional Work/Locations.**
- c. All planted areas shall have a 3-inch layer of mulch.**
- d. No mulch replacement is expected in sod or turf areas.**

Mulch shall be medium to fine textured (3/4 inch to 2-inch) ground wood by-product or shredded bark mulch and shall be dark brown in color. Mulch shall be free of freshly-cut vegetation, seeds, inorganic material, heavy metals, and fungus. Contractor shall submit the name, supplier, and physical sample in a double-lined plastic bag for review obtain the CM's written approval prior to the commencement of work.

B. Question and Answer to Landscape and Grounds Maintenance Services for Three Location Groups

The following answers are in response to the request for information and clarification and other questions submitted by bidders for the Landscape and Grounds Maintenance Services for Three Location Groups (BRC0000111). Questions presented in this Addendum represent the questions asked by the bidders in the form and context submitted.

1. **Question:** Can we use mulching mowers?

Response: No, the contractor cannot use mulching mowers.

2. **Question:** The spec mentions a infiltration basin, vegetated swale, vegetated buffer strip, stormwater filtration basin, and low impact development. I didn't see these locations as I went to look at the sites. Can you explain where they are?

Response: The contracts include these items for future construction. These contracts do not currently have any constructed.

3. **Question:** Is the city happy with the current level of service?

Response: The current contracts are in good standing.

4. **Question:** What are some important improvements that you would like to see?

Response: The contractor shall continue to follow the work requirements listed on the Scope of Work.

5. **Question:** What are the desired mowing frequencies for this contract?

Response: Please see Form PW-2, Schedule of Prices for each specific locations and frequencies. 1 frequency = 1 mowing. Public Works is not watering turf areas, so we expect less maintenance needed in the dry summer months and more maintenance needed with rain over the winter. Bids should be based on PW-2 frequencies. Any additional mowing would be paid for as additional work.

6. **Question:** How many flats of color per year per-area is expected to be changed? I didn't see any annual color.

Response: Currently, there are no annual colors expected to be changed for any of these locations.

7. **Question:** Backflow count? Controller count?

Response: Please see chart below:

	Backflow	Controllers
Location Group 1, Montrose/Altadena	11	11
Location Group 2, RMD141/241	33	19
Location Group 3, RMD446	23	18

8. **Question:** SQFT of natural areas that need to be annually weed abated?

Response: Square footage cannot be provided at this time. Please thoroughly review the locations including the PW-2, Schedule of Prices forms, and maps for each Location Group. Bidders are encouraged to perform site visits in order to better understand the work requirements.

9. **Question:** Is full tree trimming/ removal an extra?

Response: Please see Forms PW-2, Schedule of Prices. All Location Groups do not include any full trimming or removal. This would be under additional work. Public Works plans to use its own forces unless there are emergency situations Public Works needs assistance with.

10. **Question:** Type and frequencies of fertilizers to be used on turf and plants?

Response: Please see Scope of Work, Section G.8, page A.19, and PW-2, Schedule of Prices, for type and frequencies.

11. **Question:** Under pricing items 8a, hedge/tree clearance tree pruning is requested, yet your specifications contradict this pricing request by going on to various classes of pruning. For the base bid of this contract, only clearance pruning is required on the regular maintenance, correct?

Response: The bidder shall bid assuming just clearance pruning, per PW-2, Schedule of Prices. In addition, please see response to question 9.

12. **Question:** What is the county paying currently for this contract per area.

Response: The current contract amounts are the following:
Location Group 1, Montrose/Altadena is \$70,730.05.
Location Group 2, RMD141/241 is \$219,988.66.
Location Group 3, RMD446 is \$221,015.20.

13. **Question:** During the meeting, it is to my understanding that backflows may not be a part of this contract. If backflows are a part of the contract please provide scope of work if different from the written contract and please provide a backflow count per area.

Response: Backflows are part of the contract. Please see Section 12 (page A.27), of Exhibit A.1, Scope of Work. In addition, please see response to Question 7.

14. **Question:** Please clarify if any chemicals of any kind be used for spraying.

Response: Currently no chemicals may be used for spraying. Please bid accordingly.

15. **Question:** None of the provided maps define the locations of an basins or v ditches. Can you verify?

Response: There are no basins or v-ditches in any of these locations.

16. **Question:** For locations that say (Parkway Trees) what are we responsible for? Maintaining the planter that the tree are in, maintaining the trees for clearance, Full prune of the trees annually, or all of the above?

Response: Full pruning/trimming is typically done under other contracts. If requested, additional trimming would be billed as additional work. Please see chart for specific items for each location:

	Maintenance
Location Group 1, Montrose/Altadena	This location does not have parkway trees.
Location Group 2, RMD141/241	Contractor is responsible for clearance trim, removal of sucker growth, and removal of weeds from the tree well.

Location Group 3, RMD446	Same as Location Group 2.
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17. **Question:** Please clarify that all irrigation repair parts will be paid for by the county.

Response: The County will pay for these parts using pass-through costs. Please see Scope of Work, No. 12, Item 4, Section Y. Prior to performing any pass-through work, the contractor must receive approval from the Contract Manager.

18. **Question:** If we believe an area can be done adequately with less manpower than the required minimum, can we offer less manpower

Response: No, the contractor must provide the minimum required crew as stated in the Scope of Work throughout the contract term. Using less than the minimum crew size may result in liquidated damages.

19. **Question:** For mechanical weed control, will weed eaters be allowed to be used on weeds for all of the sites in this contract?

Response: Yes, weed eaters are allowed to be used on weeds for all locations.

20. **Question:** Is the Landscape contractor responsible for any tree trimming beyond clearance for all of the sites?

Response: Please see response to Question 9.

21. **Question:** In regards to all of the parkway tree locations, is service to include just the tree wells and trees or does it include the entire hardscape including the sidewalk/curb? If you can be so kind and clarify. Thank you.

Response: Please see chart below:

	Maintenance
Location Group 1, Montrose/Altadena	This location does not include sidewalk, but includes curb and gutter.
Location Group 2, RMD141/241	This location includes just the tree wells and trees unless the location specifies streetscape maintenance.

Location Group 3, RMD446	This location includes trees, tree wells, and the entire hardscape (sidewalk only).
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22. **Question:** Will mulch in median areas be installed as extra work using rates on the Unit Price List? (Unit Price List under PW2.1, PW2.2, PW2.3). We are inquiring as the mulch scope is only listed for bio retention areas (on pages A.28 and A.29 Item 12. A. 14) and there is no scope listed for mulch installation for landscaped medians with ground-cover and shrubs.

Response: If the PW-2, Schedule of Prices, indicates mulching is needed at the specific location, include the cost of mulch material. In addition, please see Section A of this Addendum for the additional language added to Scope of Work.

23. **Question:** Are the location descriptions for Montrose/Altadena Medians PW2.1 Location 2. Mt. Lowe Dr. Median **Original** and PW2.1 Location 2. Mt. Lowe Dr Median **Renovated** for the same location? What is the difference of both PW2.1's? Is the site going to be renovated in the future? If it will be renovated will there be turf installed? Also what type of plant material will be installed during the renovation?

Response: Yes, this site will be renovated in the future. Drought tolerant and native plantings will be installed during the renovation. Maintenance will include selective pruning and annual rejuvenation.

24. **Question:** What are the exact changes in IFP from last contract to this contract?

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.

25. **Question:** What is the current man power per site group?

Response: Please see chart below for the current staffing level:

	Current Staffing Level
Location Group 1, Montrose/Altadena	4 employees (3 Laborer and 1 working Foreman)
Location Group 2,	4 employees (3 Laborer and 1 working Foreman)

RMD141/241	
Location Group 3, RMD446	3 employees

In addition, please see response to Question 24.

26. **Question:** Is there a bid bond or performance bond?

Response: No. There is no bid bond or performance bond for these contracts.

27. **Question:** There is an extra hour May-October why?

Response: The extra hour is due to daylight's savings. Working hours are the hours the contractor is allowed to work in, not mandated hours of work.

28. **Question:** What are irrigation responsibilities?

Response: Please see section G.12, of the Scope of Work (pages A.21-A.28).

29. **Question:** Who pays for irrigation parts?

Response: Please see response to Question 17.

30. **Question:** What was the reason for the 2nd Pre Bid Meeting?

Response: This is the first bidder's conference for this solicitation.

31. **Question:** When will Contract be awarded?

Response: The anticipated award date is August 11, 2020.

32. **Question:** When is projected start date?

Response: The anticipated start date is August 11, 2020.

33. **Question:** Is the city happy with the current level of service?

Response: Please see response to Question 3.

34. **Question:** Is contractor responsible for mulch?

Response: Yes, if the PW-2 indicates mulching is needed at the specific location include the cost of mulch material. See additional language added to Scope of Work. However, for Location Group 3, RMD446, currently there is no mulch. If mulch becomes needed in this location during the contract term, Public Works will be responsible for the cost.

If you have any questions concerning the above information, please contact Ms. Amber at (626) 458-4199 or Mr. Medina at (626) 458-4080, Monday through Thursday, 7 a.m. to 5 p.m.

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Very truly yours,

MARK PESTRELLA
Director of Public Works

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

JOSE QUEVEDO
Assistant Deputy Director
Business Relations and Contracts Division

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