COUNTY OF ALAMEDA

Questions & Answers

to

RFQ No. 901851

### for

**Landscape Maintenance San Lorenzo/Hayward**

**Networking/Bidders Conferences Held on December 5, 2019**

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| **This County of Alameda, General Services Agency (GSA), RFQ Questions & Answers (Q&A) has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County’s Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFQ Q&A will also be posted on the GSA Contracting Opportunities website located at** [**http://acgov.org/gsa\_app/gsa/purchasing/bid\_content/contractopportunities.jsp**](http://acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp) |

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**Responses to Questions from the Bidders Conferences and Written Questions**

1. Page 10 of the RFQ, Section D (SPECIFIC REQUIREMENTS), item 4. All Project Elements, a. Weeding and Trash Removal (2) states:

***Fill holes in landscape areas using compost mulch or native soil.***

Should this be compost or wood chips, and should this be year round or seasonally?

* 1. **Holes should be filled with wood chips not compost year round. Please see Addendum No. 1.**
1. Page 11 of the RFQ, section D (SPECIFIC REQUIREMENTS) item 4. All Project Elements, b. Trees (8) states:

***Do not use string trimmers/weed whippers around trees.***

Are weed eaters and trimmers always prohibited in all three designated areas of this contract?

* 1. **The County recommends using weed eaters and trimmers as little as possible because of seed spread which produces more weeds.**
1. Page 13 of the RFQ, section D (SPECIFIC REQUIREMENTS), item 4. All Project Elements, e. Mulch and other supplies – annually (1) states:

***Replace/replenish mulch annually; or when bare ground occurs over 40% of area. Maintain mulch minimum 4 inches deep in all landscape areas at all times. 3 inches of mulch is required over tree wells and 6 to 8 inches from tree trunks.***

Can the County please clarify this requirement?

* 1. **The contractor is required to keep a minimum depth of 4 inches of mulch at all times in landscape areas with 3 inches of mulch required over tree wells and 6 to 8 inches from tree trunks. This also means keeping all drains free of mulch and any debris.**
1. Should the bidders bid on this RFQ based on the bidder supplying the mulch for this contract?
	1. **Yes.**
2. Page 14 of the RFQ, section D (SPECIFIC REQUIREMENTS), item 5. Grant Avenue Specific Information, item b (4) states:

**Existing fences along property line are not owned by the County, do not damage or repair existing fences.**

What if the contractor finds damage on an existing fence?

* 1. **Please take a picture and notify the County right away.**
1. Does the County have a budget for this RFQ?
	1. **The budget for this RFQ will be determined by the bid responses received for this RFQ.**
2. How should the contractor provide water for the soil at Grant Avenue?
	1. **The contractor should test the soil for moisture and hand water using their own equipment and water as needed.**
3. Does the County require backflow testing in this RFQ?
	1. **Yes, please refer to the bid forms on pages 9 and 10 of the bid response packet. Backflow testing is only required at two of the locations – Washington Avenue and Hampton Road:**

***EXHIBIT A – PROJECT 2 BID FORM***

***COUNTY OF ALAMEDA***

***FOR WASHINGTON AVENUE LANDSCAPE MAINTENANCE***

***Bidder hereby certifies to County that all representations, certifications, and statements made by Bidder, as set forth in this Bid Form and attachments are true and correct and are made under penalty of perjury pursuant to the laws of California.***

***Cost shall be submitted on Exhibit A as is. No alterations or changes of any kind are permitted. Bid responses that do not comply will be subject to rejection in total. The cost quoted below shall include all taxes, labor, transportation and all other charges and is the cost the County will pay for the three-year term of any contract that is a result of this bid.***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | ***YEAR 1*** | ***YEAR 2*** | ***YEAR 3*** | ***YEAR 1+******YEAR 2+******YEAR 3*** |
|  |  | ***A*** | ***B*** | ***C******(=A\*B)*** | ***D*** | ***E******(=A\*D)*** | ***F*** | ***G******(=A\*F)*** | ***H******(=C+E+G)*** |
| ***DESCRIPTION OF SERVICES*** | ***UNIT OF MEASURE*** | ***ESTIMATED******QUANTITY******PER YEAR*** | ***YEAR 1*** ***UNIT COST*** | ***YEAR 1 TOTAL COST*** | ***YEAR 2 UNIT COST*** | ***YEAR 2 TOTAL COST*** | ***YEAR 3 UNIT COST*** | ***YEAR 3 TOTAL COST*** |  |
| ***LANDSCAPE MAINTENANCE SERVICES*** |
| ***Monthly Maintenance as per the PROJECT 2 Landscape Maintenance Plan and RFQ details.*** *[billed monthly @12 months/year]* | ***Per Month Maintenance Cost*** | ***12*** | ***$***  | ***$*** | ***$*** | ***$*** | ***$*** | ***$*** | ***$*** |
| ***ADDITIONAL SERVICES*** |
| ***Install mulch to maintain cover*** | ***50 Cubic Yards******(Estimated)*** | ***Annually*** | ***$*** | ***$*** | ***$*** | ***$*** | ***$*** | ***$*** | ***$*** |
| ***Backflow testing*** |  | ***Annually*** | ***$*** | ***$*** | ***$*** | ***$*** | ***$*** | ***$*** | ***$*** |
| ***PROJECT 2 – THREE YEAR TOTAL*** | ***$*** |

***NOTE: Minor irrigation system repairs will be performed by the Contractor as part of the yearly maintenance costs quoted above and will include adjusting, replacing and/or fixing sprinkler heads, and any other work indicated in the attached Exhibits. More complex and detailed repairs of the irrigation system, repairs due to accidents or vandalism, etc. will be approved as extra items on a case-by-case basis by the PWA, not to exceed an additional 10% of the grand total as a Supplemental Work Allowance.***

***Bidder agrees that the price(s) quoted are the maximum they will charge during the term of any contract awarded.***

**EXHIBIT A – PROJECT 3 BID FORM**

**COUNTY OF ALAMEDA**

**FOR HAMPTON ROAD LANDSCAPE MAINTENANCE**

**Bidder hereby certifies to County that all representations, certifications, and statements made by Bidder, as set forth in this Bid Form and attachments are true and correct and are made under penalty of perjury pursuant to the laws of California.**

**Cost shall be submitted on Exhibit A as is. No alterations or changes of any kind are permitted. Bid responses that do not comply will be subject to rejection in total. The cost quoted below shall include all taxes, labor, transportation and all other charges and is the cost the County will pay for the three-year term of any contract that is a result of this bid.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **YEAR 1** | **YEAR 2** | **YEAR 3** | **YEAR 1+****YEAR 2+****YEAR 3** |
|  |  | **A** | **B** | **C****(=A\*B)** | **D** | **E****(=A\*D)** | **F** | **G****(=A\*F)** | **H****(=C+E+G)** |
| **DESCRIPTION OF SERVICES** | **UNIT OF MEASURE** | **ESTIMATED****QUANTITY****PER YEAR** | **YEAR 1** **UNIT COST** | **YEAR 1 TOTAL COST** | **YEAR 2 UNIT COST** | **YEAR 2 TOTAL COST** | **YEAR 3 UNIT COST** | **YEAR 3 TOTAL COST** |  |
| **LANDSCAPE MAINTENANCE SERVICES** |
| **Monthly Maintenance as per the PROJECT 3 Landscape Maintenance Plan and RFQ details.** [billed monthly @12 months/year] | **Per Month Maintenance Cost** | **12** | **$** | **$** | **$** | **$** | **$** | **$** | **$** |
| **ADDITIONAL SERVICES** |
| **Install mulch to maintain cover** | **30 Cubic Yards****(Estimated)** | **Annually** | **$** | **$** | **$** | **$** | **$** | **$** | **$** |
| **Backflow testing** |  | **Annually** | **$** | **$** | **$** | **$** | **$** | **$** | **$** |
| **PROJECT 3 – THREE YEAR TOTAL** | **$** |

**NOTE: Minor irrigation system repairs will be performed by the Contractor as part of the yearly maintenance costs quoted above and will include adjusting, replacing and/or fixing sprinkler heads, and any other work indicated in the attached Exhibits. More complex and detailed repairs of the irrigation system, repairs due to accidents or vandalism, etc. will be approved as extra items on a case-by-case basis by the PWA, not to exceed an additional 10% of the grand total as a Supplemental Work Allowance.**

**Bidder agrees that the price(s) quoted are the maximum they will charge during the term of any contract awarded.**

1. Will the County allow for an initial clean up by the current contractor of all three landscape areas as part of the transition of this contract?
	1. **No.**
2. Is the contractor allowed to use herbicides or pesticides as part of this contract?
	1. **Please refer to page 5 of the RFQ (SCOPE/BACKGROUND):**

***Project 1: Grant Avenue is a Bay Friendly landscape site with a variety of plants, shrubs, groundcovers and trees to be maintained.***

**Washington Avenue and Hampton Avenue allow for the use of herbicide and/or pesticides with pre-emergence weeds only. Please control the use of weeds manually as much as possible keeping integrated pest control practices at a minimum. The contractor is required to notify the County in writing each time pesticides or herbicides are used.**

1. Can the County please clarify if the contractor is to maintain the three locations for this contract weekly or monthly?
	1. **The contractor is to maintain all three locations for this contract weekly. The contractor will bill the County monthly for payment.**
2. Does soils testing for this contract require a work order?
	1. **Soils testing is required by the contractor. Bidders should include this cost as part their bid submittal.**
3. Do major irrigation repairs require a work order for this contract?
	1. **Yes.**
4. Page 14 of the RFQ, section D (SPECFIC REQUIREMENTS), item 4. All Project Elements, (g) states:

***Maintain and repair landscape headers.***

Does the bidder include the cost of maintaining and repairing landscape headers as part of their bid for the RFQ?

* 1. **Yes. In addition, any damage to the headers must also be reported to the County.**
1. Do bidders have to include the cost of replacing dead or deteriorated plants as part of their bid for this RFQ?
	1. **No, bidders are not required to include this cost on their bid. The contractor is only required to replace plants or trees that die due to neglect and/or lack of watering as part of the contract.**
2. What is the current contractor using to water the non-irrigated areas of the three locations?
	1. **The current contractor is using their own water truck and the hydrant with a water meter closest to the locations.**
3. Is the median on Washington Avenue required to be maintained as part of this contract?
	1. **No – the west side of the street on Washington Avenue only is part of the RFQ, not the median or the east side.**
4. Can the County share who the current contractor is for the current landscape project for the three locations is, what the current cost to maintain the islands and medians are, and the total cost of the current contract?
	1. **The contractor for the current contract for landscape maintenance services on Grant Avenue, Washington Avenue and Hampton Road is Pacheco Brothers Gardening, Inc. This contract cost is a lump sum with no individual detail. The total cost of the current 3-year contract is $245,112.**

The following participants attended the Networking/Bidders Conference and Vendor Outreach:

|  | **Company Name / Address** | **Representative** | **Contact Information** |
| --- | --- | --- | --- |
|  | **New Image Landscape****3250 Darby Common****Fremont, CA 94539** | **Zavier Cabral-Artero** | Phone: **(510) 514-1195** |
| E-Mail: **zcabral@newimagelandscape.com** |
| Prime Contractor: **Yes** |
| Subcontractor: **No** |
| Certified SLEB: **No** |
|  | **Pacheco Landscape Management****20146 Butterfield Drive****Castro Valley, CA 94546** | **Karl Pacheco** | Phone:  **(510) 760-1808** |
|  | E-Mail: **karl@plm-landscape.com** |
| Prime Contractor: **Yes** |
| Subcontractor: **No** |
| Certified SLEB: **No** |
|  |  **Los Loza Landscaping****P.O. Box 21114****Castro Valley, CA 94546** | **Jorge Loza** | Phone: **(510) 760-7498** |
|  | E-Mail:  **loslozalandscape@yahoo.com** |
| Prime Contractor: **Yes** |
| Subcontractor: **No** |
| Certified SLEB: **Yes** |
|  | **Forster-Kroeger****77 Larkspur Street****San Rafael, CA 9401** | **Raul Garcia** | Phone: **(415) 720-3631** |
|  | E-Mail: **raul@forster-kroeger.com** |
| Prime Contractor: **Yes** |
| Subcontractor: **No** |
| Certified SLEB: **No** |
| 5. | **Northern Landscape Management, Inc.****111 Amigo Road****Danville, CA 94526** | **Danielle Keeling** | Phone: **(510) 777-0110** |
|  | E-Mail: **danielle@northern-landscape.com** |
| Prime Contractor: **Yes** |
| Subcontractor: **No** |
| Certified SLEB: **Yes** |
| 6. | **Northern Landscape Management, Inc.****111 Amigo Road****Danville, CA 94526** | **Les Keeling** | Phone: **(510) 760-7498** |
|  | E-Mail: **les@northern-landscape.com** |
| Prime Contractor: **Yes** |
| Subcontractor: **No** |
| Certified SLEB: **No** |

### EXHIBIT C

VENDOR LIST

RFQ No. 901851

Landscape Maintenance San Lorenzo/Hayward

Below is the Vendor Bid List for this project consisting of vendors who have been issued a copy of this RFQ. This Vendor Bid List is being provided for informational purposes to assist bidders in making contact with other businesses as needed to develop local small and emerging business subcontracting relationships to meet the requirements of the Small Local Emerging Business (SLEB) Program: <http://www.acgov.org/gsa/departments/purchasing/policy/slebpref.htm>.

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| **RFQ No. 901851 - Landscape Maintenance San Lorenzo/Hayward** |
|  |  |  |  |  |  |  |
| **Business Name** | **Contact Name** | **Contact Phone** | **Address** | **City** | **State** | **Email** |
| New Image Landscape | Zavier Cabral-Artero | (510) 514-1195 | 3250 Darby Common | Fremont | CA | zcabral@newimagelandscape.com |
| Pacheco Landscape Management | Karl Pacheco | (510) 760-1808 | 20146 Butterfield Drive | Castro Valley | CA | karl@plm-landscape.com |
| Los Loza Landscaping | Jorge Loza | (510) 760 7498 | P.O. Box 21114 | Castro Valley | CA | loslozalandscape@yahoo.com |
| Forster-Kroeger | Raul Garcia | (415) 720-3631 | 77 Larkspur Street | San Rafael | CA | raul@forster-kroeger.com |
| Northern Landscape Management, Inc. | Danielle Keeling | (510) 777-0110 | 111 Amigo Road | Danville | CA | danielle@northern-landscape.com |
| Northern Landscape Management, Inc. | Les Keeling | (510) 760-7498 | 111 Amigo Road | Danville | CA | les@northern-landscape.com |