



**ROUTINE AND SPECIALIZED LANDSCAPE MAINTENANCE CONTRACTS
PROJECT #BM11-068**

July 26, 2011

ADDENDUM #1

The attached constitutes additional information and serves to clarify issues (considered to be part of the City of Victorville “**Routine and Specialized Landscape Maintenance Contracts, Project BM11-068.**”)

Should you have any questions, please feel free to contact Elizabeth Salcido, Purchasing Technician at (760) 243-6371, Fax (760) 269-0045, or email: esalcido@ci.victorville.ca.us.

REVISED DUE DATE:

**The due date for the final submission of proposal responses is
Thursday, August 4, 2011, 2:00 p.m. (PST).**

Bids shall be submitted to the City of Victorville, 14343 Civic Drive, Victorville, CA 92392, Purchasing Section located on the 2nd floor.

GENERAL QUESTIONS/ANSWERS:

1. Q. What is the total Sq. Ft. of the maintenance area?
A. *The RFP is to be bid as an hourly rate not by square feet for a ten-member crew. Currently there is over 2 million square feet of landscape maintenance area.*
2. Q. When was the last contract let?
A. *January 2011.*
3. Q. What was the period of the last contract?
A. *The last contract for Routine Maintenance was from January 2011 to June 2011. The last contract for Specialized Maintenance was from April 2011 to June 2011.*
4. Q. What was the amount of the last contract?

4. A. *The total amount of the last contract was \$168,200 for Routine Maintenance and \$125,000 for Specialized Maintenance.*
5. Q. Are there any turf areas and if so what is the Sq. Ft.?
- A. *There are a few turf areas located on Map 4 in the Eagle Ranch Paseos and entrance off of Bear Valley Road. Please see the attached maps for mowing areas. RFP is to be bid as an hourly rate not by square feet for a ten-member crew.*
6. Q. Do you want the Bid broken down per map area?
- A. *No. Hourly rate bid should be submitted separately for the Routine Maintenance section of the RFP and separately for the Specialized Maintenance section of the RFP. Proposals should provide an hourly rate for work to be performed for each scope of work. Each proposer shall submit their bid for Routine Maintenance separate from Specialized Maintenance.*
7. Q. We were wondering if we could get a copy of your existing landscape maintenance service agreement or the price for the landscape maintenance services you are currently paying.
- A. *Yes. For routine maintenance the current hourly rate is \$180.00 per hour for a ten-member crew. For Specialized maintenance the current hourly rate is \$187.50 per hour for a ten-member crew.*
8. Q. Can you please provide us with the eligible site maps with the street names showing for the 21 job sites as soon as possible?
- A. *Yes. The map provided for the RFP was to show the general vicinity of LMADs City wide. However, the 21 area site maps have been made available and may be found at our City website @ www.ci.victorville.ca.us, Purchasing Bids, attached to Addendum 1 of the solicitation.*
9. Q. Is RFP #BM11-068 the same as the last RFP or has it changed, areas added or deleted or have specifications changed and if so, how?
- A. *No. The RFP has changed and is noted in Section E, Scope of Work of the RFP. The main change is that weekly work will be scheduled and assigned by the City. Contractors will be provided with a copy of the City of Victorville LMAD/DFAD/MAD Specification Booklet and shall perform all scheduled weekly repairs and improvements per City specifications and direction.*
10. Q. Do you have sqft. for turf and sqft. for planters?
- A. *LMAD/DFAD square footage is available for material in place purposes. Labor for maintenance services should be quoted as "per hour." (Reference RFP, Section 3, Scope of Work, Page 13, paragraph V, subparagraph 2).*
11. Q. How is the irrigation system repair charged for?
- A. *Labor charges for irrigation repairs or improvements are to be included in the hourly rate bid. The City will provide materials for those tasks.*

12. Q. If the same contractor gets the two contracts (specialized and routine), how does that work (10 or 20 people)?
- A. *There will be two (2) separate contracts for each (specialized and routine). From the City's perspective we expect 20 people, 10 from each contract.*
13. Q. Is there a guaranteed minimum number of hours per week?
- A. *No. In accordance with RFP Section 3, Scope of Work, page paragraph V., subparagraph 3, Contract is not guaranteed as it is based on an hourly rate as needed and scheduled by the City. Contractors must have a full crew available Monday through Thursday from 7:00 a.m. to 3:30 p.m. for the duration of the contract. City will provide two-week notice of days and times when additional work days are necessary, or when the work crew is not needed for any duration of time.*
14. Q. If price is to be based on hourly rate and not sqft., who supplies the irrigation materials, fertilizer & pre-emergent?
- A. *As per RFP, Page 10 for Routine Maintenance Bid, and Page 18 for Specialized Maintenance Bid, the City shall supply debris disposal and landscape materials to include, but not limited to, irrigation materials, fertilizer, and pre-emergent. Landscape materials provided by the City only apply to the Specialized Maintenance Contract Bid as the Routine Maintenance Contract does not include tasks that require landscape materials. Per paragraph VI, subparagraph a., and Section 3, page 13, paragraph VI, subparagraph 1, the Contractor's proposals shall be based on an hourly-rate for a ten-member crew including all labor, **materials**, equipment, transportation and services to perform Routine and Specialized Landscape Maintenance as specified in the Scope of Work tables provided in this request for proposal. **Materials** refer to items such as, gloves, safety jackets, rakes, shovels, trash bag liners, fuel, traffic control equipment, etc., to perform the job duties as specified in the RFP.*

ATTACHMENTS

- Turf Area Map 4 – Eagle Ranch Paseos and Entrance off of Bear Valley Road
- 21 Area Site Maps

Please confirm receipt of this Addendum #1, BM11-068, by either faxing the acknowledgment to the City of Victorville, Purchasing Division at (760) 269-0045, or by attaching the signed acknowledgment to your bid proposal. **Failure to acknowledge receipt of this addendum may result in the disqualification of your proposal.** The undersigned acknowledges receipt of ADDENDUM #1:

Name of Bidder _____

Address _____

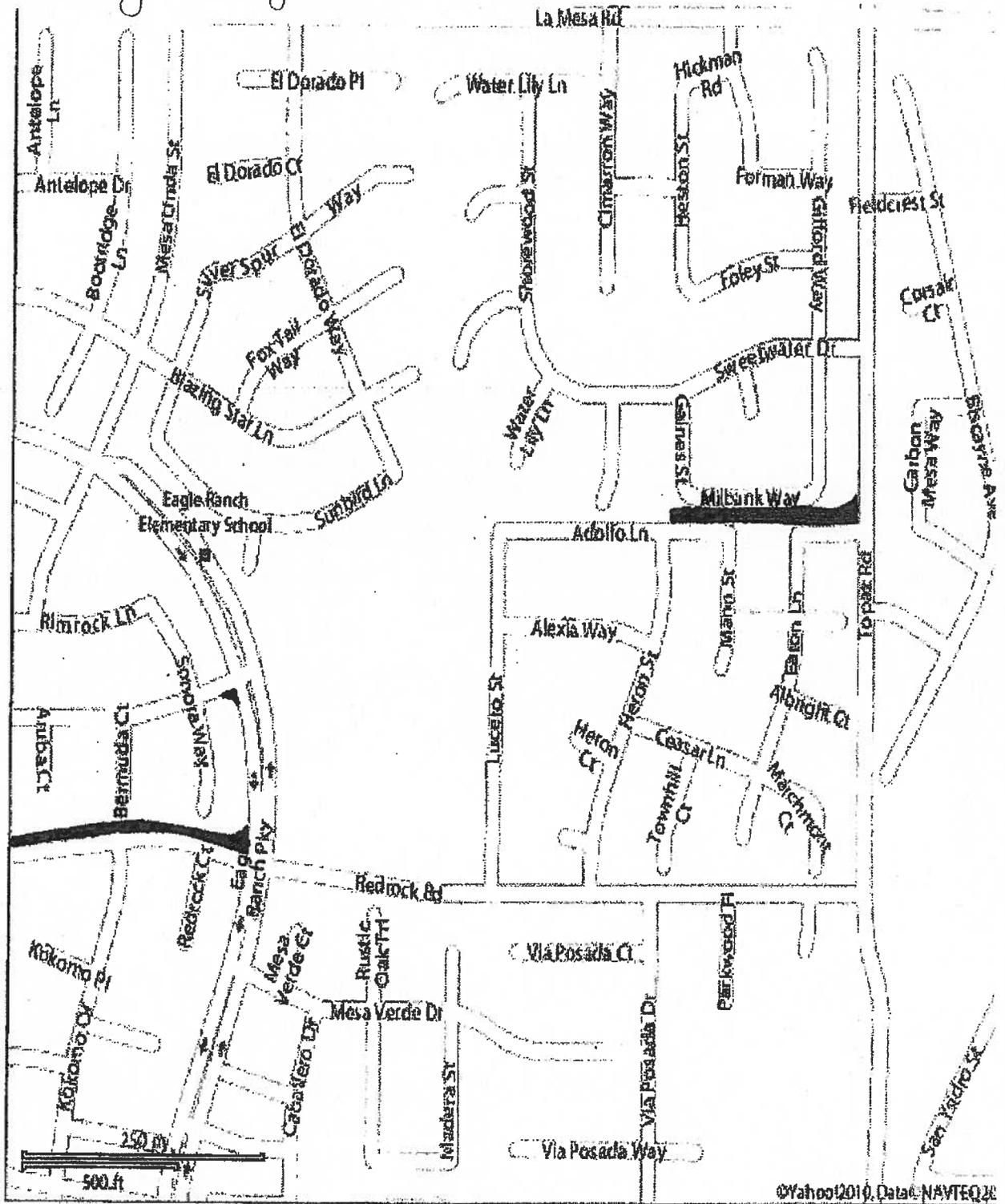
Telephone No. _____ Fax No: _____

Signature: _____

Title

Date

Mowing - Eagle Ranch



When using any driving directions or map, it's a good idea to do a reality check and make sure the road still exists. Watch out for construction, and follow all traffic safety precautions. This is only to be used as an aid in planning.

Mowing - Eagle Ranch

