

# RFP FOR PARKS & LANDSCAPE MAINTENANCE SERVICES

## BID QUESTIONS

1. Once awarded the contract, will the landscaper be allowed a grace period so as to inspect irrigation system? **Yes. The Contractor will be given time to familiarize themselves with the irrigation system.**
2. Are all consumables cost plus items? A list of the items we are referencing is below
  - a. Controllers
  - b. Sprinkler heads
  - c. Nozzles
  - d. Rain gauges
  - e. Lateral lines
  - f. Drip lines
  - g. Drip emitters
  - h. Wiring
  - i. Valves
  - j. Valve boxes
  - k. Filters
  - l. Other irrigation materials
  - m. Barbeque grills
  - n. Hot coal containers
  - o. Playground equipment
  - p. Playground surfacing
  - q. Playground sand or chips
  - r. Monument signs
  - s. Drinking fountains
  - t. Restroom fixtures
  - u. Restroom doors/gates
  - v. Restroom lights
  - w. Drainage gates
  - x. Kiosks
  - y. Entry gates/locks
  - z. Flags
  - aa. Flag poles
  - bb. Light poles
  - cc. Park benches
  - dd. Picnic tables
  - ee. Trash cans
  - ff. Bike racks
  - gg. Signs
  - hh. Sign posts
  - ii. Infield mix
  - jj. Bases/base pegs
  - kk. Pitching rubbers
  - ll. Electrical systems

nn.Any other repair/replace materials listed in the RFP. **Yes. For the above-mentioned items.**

3. Will there be a prebid? **No.**
4. It states that there is a performance bond required on page 53. Is a bond required and if so what is the amount required for this bond? **The performance bond required will be 100% of the winning proposal/contract amount.**
5. What prevailing wages are acceptable for what worker classification? **Prevailing wage determinations and classifications are up to the Department of Industrial Relations.**
6. Does the contractor need an aquatics license and a pest control license attached in the submittal packet? **Yes. A P.C.A. (Pest Control Advisor) license with the appropriate categories (including Aquatics) and a Q.A.C. (Qualified Applicator Certificate) license with the appropriate categories (including Aquatics) will need to be attached to the submittal packet.**
7. Are irrigation repairs, parts and labor considered extra work? **Yes. The mentioned items would be considered extra work.**
8. How many backflows are in the City? **On page # 141 of the RFP the number of backflow preventers is currently at 178.**
9. What percent of the irrigation is centrally controlled by the City? Can you tell us how many controllers are on the centralized system and how many are not on the system? **On pages # 142 thru # 144 a breakdown is given. Currently, sixty-two (62) percent of the City's irrigation controllers are centralized (109) with thirty-eight (38) percent of the City's irrigation controllers are not centralized (66).**
10. What is the city's definition of an emergency call? Can we have an example? **When something occurs during non-normal working hours. An example would be if a backflow preventer has been damaged by a vehicle and the water meter needs to be shut down.**
11. Where is the location that the city is taking recyclable materials at this time? Is there more than one location? **The City is not currently recycling landscape green waste.**
12. Can the contractor use city yards and facilities including office space? If so what is the cost of the facilities? **Negotiable with successful proposer.**
13. Does the City have a list of potential city facilities available? **No.**
14. In an inclement weather situation, what is the number of personnel that the city is expecting the contractor to provide them with? **The City currently has up to 21 employees who are normally scheduled to work during inclement weather. Number offered by proposer not limited.**
15. Should an inclement weather situation be accounted for in the base bid price or as an extra work item? **Depending if the Contractor is going to use staff persons working in the City to perform the work during the inclement weather issue. If the Contractor needs to bring in additional staff, then, that would be considered an extra work item. The City would monitor radio conversations and inspect sites to see if the additional staff is required.**
16. It is not 100% clear if the City is expecting a cost plus 10% markup or a cost plus 15% markup on some items. Page 12 under irrigation says 15% and page 31 under additional items says 10%. Can you clarify please? **Proposer to offer competitive mark-up.**
17. On page 17 it says "to manage populations to a level acceptable to the City Representative". Can you define the acceptable level? **Not at this time.**

18. Under Park Maintenance pg 23, how many trash receptacles need to be changed daily?  
**Approximately 275.**
19. Can we assume that all items listed under repair/replace are currently in an acceptable condition to the City? If not, is there an inventory of the items and a current condition listed?  
**Yes. Currently all items in the Parks section are in acceptable conditions.**
20. Can you provide a sample of the field prep schedule? **At the TW Sports Complex there are typically, four (4) preps per day and more during the weekend (depending on how many reservations for each weekend day). At Smallwood Park the reservations are typically once or twice a week. Total of approximately 1,400 per year.**
21. Who is responsible for providing the fertilizer for the injector at the Farm Sports complex, the City or the contractor? **The Contractor will be responsible for the purchase of the fifty-five (55) gallon drums of fertilizer for the injector at the Farm Complex.**
22. What percent of plant material is currently being sheared? **Unknown.**
23. Is there any large tree maintenance in the contract? What is the size of the trees that will be maintained in this contract? **No. See page 20.**
24. What is the safety clearance for the trees on the sidewalks? **Seven feet (7') per RFP page 20.**
25. Are repairs to aerators and ozone generators extra work? **Yes. The repairs to the aerators and ozone generators will be deemed extra work. It is up to the City's representative to approve all repairs and/or replacements, prior to any work performed.**
26. If we have an aquatic biologist on staff and on this project is that sufficient to meet the need for the native plant habitat restoration biologist or ecologist? **No. The biologist/ecologist will be needed to continue the habitat restoration at Fairview Park and other potential locations.**
27. Is open space vegetation management considered extra work? **No. This is included in the contract on page # 37. Per RFP specifications only.**
28. When is the anticipated award date? **There is not an anticipated award date at this time.**
29. When is the contract start date? **There is not a start date at this time.**
30. Also regarding both RFPs how do you work out the deficiencies and penalties, typically. I see specific dollar amounts for certain things but not for others. Is there a method, for example a percentage breakdown, by which you issue penalties and deductions? **This information will be provided this information upon the award of the Contractor.**
31. pg. 33 LAKE MAINTENANCE: task of "checking operating condition of all equipment" is mentioned under WEEKLY AND BI-MONTHLY freq. Please clarify. **Currently the City staff is checking the operating condition of all equipment is performed on a weekly basis. It will be up to the Contractor to determine the frequencies needed for their person(s) who will be monitoring the TeWinkle Lakes.**
32. b. in the "detailed pricing" section for SPORTS PARK #5 (sp#5; Smallwood Park Ball Field) It is missing square footage information. **12,051 Sq. Ft. It is up to the Contractor to verify each site in the RFP.**
33. What is the current type of fertilizer used for the "injector system"? **Slow release nitrogens, soil penetrants and additives.**
34. Does "Daily" mean 5 days per week or 7 days per week? **5 days per week.** Does "bi-monthly" mean "2 x month" or "every other month"? **Bi-monthly means 2 times per month.**
35. Wherever it states "inspect, REPAIR &/OR REPLACE" can we assume that any repairs and/or replacements will be considered "extra" or is it the Contractor's cost? (i.e. light poles,

shelters, kiosks, monument signs....etc) **In the way the question is worded the answer is yes. It is up to the City's representative to approve all repairs and/or replacements, prior to any work performed.**

36. Can the Biologist/Ecologist be a Sub-Contractor or does he/she have to be "on payroll".? **The Biologist can be a sub-contractor.**
37. What prevailing wage determination is acceptable to the City of Costa Mesa? **Prevailing wage determinations and classifications are up to the Department of Industrial Relations.**
38. Can you please provide the actual LAKE "equipment inventory" that is required to be maintained under this contract. **Yes. To be posted at future date.**
39. Can you provide more specs on the "misc items" in order to provide responsible pricing. I.e. size of trash liners, type mulch, type or wood chips, type of DG, etc....**Trash can liners are currently purchased the following way: The Company is Poly-Star the size is 40"X46", 2.0 mil thickness, 200 trash bags in a case and the color of the trash bags is black. The wood chips will be determined per location. The majority of our City sites are mulched with grindings from our current tree contractor. The DG is currently purchased from a local vendor (Baker Rentals). Stabilizer Pro Gold (for the Sportsfields) is purchased from Gail Materials.**
40. Can you provide the Incumbent Contractor and current pricing? **There are four (4) Contractors who currently work within the Parks section. Below are the Contractors and the current pricing:**
- A. Midori Gardens - \$ 230, 010.30 per year**
  - B. Spectrum Care Landscape - \$ 191,360.17 per year**
  - C. RPW Services - \$ 42,000.00 per year**
  - D. Commercial Cleaning Systems - \$ 60,000.00 per year**
- Note the current costs do not reflect all of the additions to the RFP proposal.**
41. Pertaining to the prevailing wage rate, how often does it need to be certified (weekly or monthly) and does it need to be certified by a CPA? **Monthly, certified by ????**
42. Will a contractor have 60 days to evaluate and assess the site locations to make sure that the properties are up to the standard of the RFP? **The contractor will be responsible for the terms and conditions as stated in the RFP from the start of work, following the execution of the contract. There will be not evaluation period.**
43. Once awarded the contract will the landscaper be allowed a grace period so as to inspect irrigation system? **See answer to Question #42**
44. What was the monthly dollar amount of the last contract? **See answer to Question #40**
45. Who has the current contract for this RFP? **See answer to Question #40**
46. What is the current amount of the contract? **See answer to Question #40**
47. Are there any changes in the new RFP from the old one? **Yes. Significant responsibilities and tasks have been added to the RFP.**
48. Is there any staging area or storage area? **Potentially. To be negotiated with successful proposer. Proposal should outline preliminary interest and revenue.**
49. I see a performance bond will be required. What will be the amount of the bond? On the RFP the amount is blank. **100% of annual amount of contract.**
50. Who held the former contract? **See answer to Question #40**

51. What was the monthly dollar amount of the last contract? **See answer to Question #40**