

Request for Information No. I

Bid No. 22/23-01MO, Tree Trimming Services

July 19, 2022

Response to Contractors' Questions

1.1 Question: *"I see in the bid page 1 that a class C-27 license is being required. My concern is that the scope of work falls within a C-61/D-49, I believe eliminating tree specific bidders due to lack of a C-27 may be incorrect."*

Answer: The license requirements shall remain the same.

1.2 Question: *"If we would like to visit the site, what do we need to do to set that up?"*

Answer: This bid is not for a particular site, therefore, there would be no particular site to visit. This bid will be for District-wide use as needed.

1.3 Question: *"Does this bid include all the school categories listed on the District Website?"*

- *Middles Schools*
- *Kindergarten-8th Grade*
- *High Schools*
- *Year-Round Schools*
- *Other"*

Answer: This bid will cover the entire District, it will be for District-wide use.

1.4 Question: *"Are there any schools listed on the District Website that will not be a part of this contract?"*

Answer: See answer to no. 1.3.

1.5 Question: *"Do you have an inventory of the Trees that are maintained under this contract? If so, can you please provide?"*

Answer: The District does not have an inventory at this time.

1.6 Question: *"Are there any schools that are not a part of this contract?"*

Answer: See answer to no. 1.3.

1.7 Question: *"Also, is there a check-in process for visitors that I should be aware of?"*

Answer: There is not a job walk, therefore, there is no reason to visit District property.

1.8 Question: *"I noticed on the bid proposal sheet that there is no Crew Rental item, only items for Weed Abatement or Emergency Call-out. At times, the scope of work exceeds what is typical, for example, heavy pruning is requested, trees inaccessible by equipment, etc. How would these be charged?"*

Answer: The charges per unit cost item includes all labor.

1.9 Question: *“For Palm Pruning, the item states “Queen Palm” specifically. There are other types of Palms within the district, is this item meant to cover those as well? Different species of Palms can vary in size and scope.”*

Answer: Yes.

1.10 Question: *“The specifications mention that stumps are to be backfilled. Is it acceptable for the stump grindings to be part of said backfill?”*

Answer: The District requires for the stump to be backfilled with soil.

1.11 Question: *“The following questions relate to the 2021/2022 Fiscal Year.”*

1.11.1 Question: *“How much was spent?”*

Answer: \$100,000.

1.11.2 Question: *“How many trees were trimmed?”*

Answer: Unknown at this time.

1.11.3 Question: *“What was the average tree DBH of the trees that were trimmed?”*

Answer: Unknown at this time.

1.11.4 Question: *“How many schools were serviced?”*

Answer: Approximately 75% of sites were serviced.

1.11.5 Question: *“How many trees were removed?”*

Answer: Unknown at this time.

1.11.6 Question: *“What was the average tree DBH of the trees that were removed?”*

Answer: Unknown at this time.

1.11.7 Question: *“How many 15-gallon trees were planted?”*

Answer: None.

1.11.8 Question: *“How many 24” Box trees were planted?”*

Answer: None.

1.12 Question: *“How many trees and what size do you plan on Planting over the next (3) years?”*

Answer: It will vary year to year; depends on the District’s needs at the time.

1.13 Question: *“How many trees and what size do you plan on Removing over the next (3) year?”*

Answer: It will vary year to year; depends on the District’s needs at the time.

1.14 Question: *“The following questions relate to the Bid Form Pricing Sheet:”*

1.14.1 Question: *“Does “Full Trim” include a minimum amount of trees being serviced?”*

Answer: No.

- 1.14.2 Question: *“How will contractors charge for small Service Requests comprised of only a few Trees?”*
Answer: Per unit cost pricing outlined in the contract.
- 1.14.3 Question: *“Why were Washingtonian, Canary Island Date, King and Coco Palms removed for this new contract given that they were a part of the previous contract?”*
Answer: Majority of the palms throughout the District are queen.
- 1.14.4 Question: *“Why was Crew Rental removed given that they were a part of the previous contract?”*
Answer: Unit cost pricing includes all labor, materials, etc.; see Bid Form Price Sheet.
- 1.15 Question: *“How many trees on average are in a single Work Request?”*
Answer: Depends on the District’s needs at the time.
- 1.16 Question: *“Who influences the trimming recommendations? Contractor or District?”*
Answer: District will make the final determination.
- 1.17 Question: *“Can you give us of some examples of schools that was recently trimmed so we can see the examples of the pruning pattern that the school district would like us to perform?”*
Answer: Refer to the Bid packet for all District requirements.
- 1.18 Question: *“What is the Pruning schedule for the district, 2, 3 or 4 years pruning schedule?”*
Answer: To be determined by the District.
- 1.19 Question: *“Are there any trees that are trimmed Annually? If so, what location in what type of tree?”*
Answer: South Lake Middle School, the Tipuana plant.
- 1.20 Question: *“Are all trees pruned on a school when the tree care provider is on site?”*
Answer: No.
- 1.21 Question: *“How many trees does the district typically remove per year?”*
Answer: Varies.
- 1.22 Question: *“How many trees does the district typically plant per year?”*
Answer: Varies.
- 1.23 Question: *“Can work be performed on Saturdays?”*
Answer: Yes.
- 1.24 Question: *“Is the District on a Calendar or Fiscal Year?”*
Answer: Fiscal Year.

- 1.24.1 Question: *“If Fiscal, please provide the Start/End months?”*
Answer: July 1 – June 30.
- 1.24.2 Question: *“Will the contract’s annual budget match the City’s fiscal Start/End months?”*
Answer: Unknown.
- 1.25 Question: *“What is the estimated annual budget for this contract?”*
Answer: Varies year to year.
- 1.26 Question: *“What is the estimated start date for this contract?”*
Answer: August 17, 2022.
- 1.27 Question: *“Are there any tree worker’s on the School District’s staff?”*
Answer: No.
- 1.27.1 Question: *“If so, what are their responsibilities?”*
Answer: Not applicable.
- 1.28 Question: *“How many tree are maintained under this contract?”*
Answer: Unknown.
- 1.29 Question: *“How many years is your general pruning cycle?”*
Answer: Varies depending on the tree.
- 1.30 Question: *“Are there any specific species, or areas that are pruned more frequently?”*
Answer: Yes.
- 1.31 Question: *“Are there any District facilities or properties that are not included as part of this contract?”*
Answer: See answer to no. 1.3.
- 1.32 Question: *“Do you trim trees throughout the year or in specific seasons?”*
Answer: Throughout the year.
- 1.33 Question: *“What is the current inventory software that you are using?”*
Answer: Varies per contractor.
- 1.34 Question: *“When was the inventory last updated?”*
Answer: 2017.
- 1.35 Question: *“Does the City currently utilize a GPS Inventory?”*
Answer: This is not a City bid.

- 1.35.1 Question: *“Can we be provided with a “Shape File” of the GPS Inventory?”*
Answer: This is not a City bid.
- 1.35.2 Question: *“Who is responsible for updating the Tree Inventory?”*
Answer: This is not a City bid.
- 1.36 Question: *“For the tree planting cost, is the cost of the physical tree included?”*
Answer: Varies.
- 1.37 Question: *“Can you provide an inventory of the Trees that are maintained under this contract?”*
Answer: See answer to no. 1.5.
- 1.38 Question: *“DVBE Requirement: In accordance with Education Code Section 17076.11, the School District has a participation goal for Disabled Veteran Business Enterprises of at least three percent (3%) per year of the overall dollar amount of funds allocated by the District by the State Allocation Board pursuant to the Leroy F. Greene School Facilities Act of 1998 for **construction or modernization of school buildings** and expended each year by the District”*
- 1.38.1 Question: *“The Form states that this only applies to “construction or modernization of school buildings.” Being that this is a maintenance contract are we required to meet this participation goal?”*
Answer: No.
- 1.39 Question: *“Will the awarded contractor be given CPI increases during the option year terms?”*
Answer: Refer to the Bid packet for all District requirements.
- 1.40 Question: *“The Sample Certificate of Insurance lists Professional Liability Insurance as “May Be Required.” As this contract is for Maintenance Services and not Profession Services there should be no need for this coverage. Please confirm that this will not be a requirement for this contract.”*
Answer: Refer to the Bid packet for all District requirements.
- 1.41 Question: *“If Professional Liability Insurance is required, can it be satisfied by a professional services subcontractor?”*
Answer: Refer to the Bid packet for all District requirements.
- 1.42 Question: *“The Sample Certificate of Insurance lists Sexual Abuse/Molestation Insurance as “May Be Required.” Since our tree crews will limit our dates and times of operations to weekends and student vacation / summer times we will not be working directly with, or, in the presence of children there should be no need for this coverage. Please confirm that this will not be a requirement for this contract.”*
Answer: Refer to the Bid packet for all District requirements.