FRESNO VIBRANT COMMUNITIES
QUALITY HOUSING
HOUSING
AUTHORITY ENGAGED RESIDENTS

May 9, 2019

This Addendum to the Request for Proposals (RFP) serves to notify all interested bidders of clarifications and or changes to RFP No. P19001, and becomes part of this RFP. Contractors are required to acknowledge receipt of this addendum in their proposal. If not acknowledged, Contractor's proposal may be considered "non-responsive."

➤ **ADDING IN ADDITIONAL LABOR AS LOT #29**
   o RFP 19001 referred to the Additional Labor as Lot #28. Correction, Additional Labor is now Lot #29.

   Fees for Lot #29, Additional Labor that may be required must be entered by each proposer. Fees for this lot are entered as a per hour rate. Labor rates shall be all inclusive of all other items, services, and costs that the Contract or needs to complete the work, including, but not limited to, tools, equipment, insurance, licensing, employee costs, including benefits, etc. The proposed fees shall be submitted by the proposer and received by the Agency where provided on the noted Internet System **only.** Do not submit, enter or refer to any fees or costs within the 10-tab "hard copy" proposal submitted detailed within Section 5.01 of the RFP.

Lot # 29 Additional Labor				
Item No.	Description	QTY	U/M	$/Hour
Gardening Services				
1	Grounds Maintenance	1	Hours	
2	Maintenance Laborer	1	Hours	

➤ **ADDING TREE SERVICES AS LOT #30:**
Proposers may bid for landscaping and/or tree trimming lots.
Lot #30 – Tree Service Scope of Work/Technical Specifications
Including, but not limited to, tree pruning and stump/root grinding at multi-family apartment complexes located throughout the City and County of Fresno. Shall include all labor, equipment, materials, and supplies necessary, and in a condition acceptable to the Agency.
   A. **Contractor Responsibilities**
      a. Obtain all required permits and licenses required pertaining to any assigned work (NOTE: The Agency will reimburse the Contractor for the government-mandated fees pertaining to such permits).
      b. Perform in a workman-like manner according to industry standard practices.

    c. Daily, clean work areas of all work-generated debris. NOTE: Do not place such debris in the Agency dumpsters, but shall be removed from the work site by the Contractor.

B. **Service Requirements**

    a. Prune trees, in order to maintain a neat and natural appearance.

    b. Under no circumstances shall trees be topped, unless directed by the Agency.

    c. Spray all mistletoe with "Floril", or Agency approved equal, when requested.

    d. Remove all suckers and cut flush with trunk.

    e. Remove all branches touching roofs.

    f. Notify the Agency immediately of any diseased or dry-rotted trees, which will require removal.

    g. Upon removal of trees, grind roots to a depth of six inches below grade and back fill hole with soil to grade. Additionally, grind all surface roots and back fill holes with soil as needed.

C. **Work Standards.** It is the responsibility of each Contractor to ensure that each worker shall be fully trained and qualified to provide any assigned work. Accordingly, all work provided shall be guaranteed by the Contractor to be performed in a work-like manner and in accordance with all applicable laws, codes, and/or regulations.

D. **Resources.** The Contractor shall be required to provide any and all personnel, tools, equipment, etc. to provide the services.

E. **Pruning.** Prune trees to select and develop permanent scaffold branches that are smaller in diameter than the trunk or branch to which they are attached. Branches to have a vertical spacing from 8" to 48" and radial orientation so as not to overlay one another, to eliminate narrow V-shaped branch forks that lack strength, to reduce toppling and wind damage by thinning out crown, or to maintain growth within space limitations, or to maintain a natural appearance, or to balance crown with roots.

    a. Under no circumstances will stripping of lower branches ("raising up") of young trees be permitted. Retain lower branches in a "tipped back" or pinched condition with as much foliage as possible to promote trunk growth (tapered trunk). Lower branches may be cut flush with the trunk only after the tree is able to stand erect without staking or other support.

    b. Thin our and shape evergreen trees when necessary to prevent wind and storm damage. Perform primary pruning to deciduous trees during the dormant season. Prune damaged trees or those that constitute health or safety hazards at any time of the year as required.

    c. Make all pruning cuts of lateral branches or buds, flush with trunk. "Stubbing" will not be permitted.

    d. Remove all mistletoe as needed or spray with "Floril", or Agency approved equal.

F. **Entry of Proposed Fees**

The proposed fees shall be submitted by the proposer and received by the Agency where provided on the noted Internet System **only.** Do not submit, enter or refer to any fees or costs within the 10-tab "hard copy" proposal submitted detailed within <u>Section 5.01</u> of the RFP. Any proposer that does so may be rejected without further consideration. Unless otherwise stated, the proposed fees are all-inclusive of all related costs that the successful proposer will incur to provide the noted services, including, but not limited to: employee wages and benefits, clerical support, overhead, profit, licensing, insurance, materials, supplies, tools, equipment, long distance telephone calls, document copying not specifically agreed to by the Agency, etc.

Lot #30 Tree Services				
Item No.	**QTY**	**U/M**	**Description**	**Cost $**
1	**1**	**Hour**	**Labor**	
2	**1**	**Hour**	**Pruning**	
3	**1**	**Hour**	**Tree Removal**	
4	**1**	**Hour**	**Stump & Root Grinding**	
5	**1**	**Tree**	**Tree Sterilization**	

All other requirements of this RFP remains unchanged. Thank you for your interest in doing business with the Agency and we look forward to receiving a proposal from your firm.

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