

NOTICE TO CONTRACTORS

ROADWAY MEDIAN & SHOULDER LANDSCAPE MAINTENANCE

CITY OF LOS ALTOS
SANTA CLARA COUNTY, CALIFORNIA

- Description of Work:** The City of Los Altos, Santa Clara County, California, invites sealed bids to provide landscape maintenance services within the City of Los Altos as outlined and delineated on the enclosed Scope of Services. The included information is presented to indicate the size of the project and no warrant is made or intended to final quantities.

The Services to be performed under this contract shall consist of providing all labor, material, equipment and other services necessary for the complete and programmed maintenance of landscape areas on designated locations. The services to be performed under this contract include initial inspection and formal report on condition of all plant material, irrigation systems and hardscape, monthly report on condition of irrigation systems, irrigation system maintenance, litter and debris removal, trimming and pruning of trees, shrubs, ground cover, any vegetation interfering with roadway, bike lanes, and street signs fertilization of plant material, staking and guying of trees – monitoring, replacing, repairing or removing, manually watering of newly planted trees with no irrigation, replacement of landscape materials as needed, erosion Control and project supervision and coordination of activities with City

- Location of Work:** All of said work is to be done at the places indicated on exhibit list and map of street segments and locations, in accordance with these specifications.

Services to be performed under this contract shall consist of providing all labor, material, equipment and other services necessary for the complete and programmed maintenance of the following landscape/hardscape areas.

- **Foothill Expressway between Blue Oak Lane and Cristo Rey Drive within the Los Altos city limits.**
- **Medians and Los Altos side shoulder on Homestead Rd from Grant Rd to Stevens Creek Crossing (at Belleville Way).**
- **Medians on South El Monte Ave. between Viola Place and Voorhees Dr.**
- **Hetch Hetchy pedestrian path shoulders between Via Del Pozo and Palo Alto border (at Adobe Creek bridge).**
- **Medians and shoulders on Fremont Ave. between Grant Rd. and the Stevens Creek crossing (at Belleville Way).**

- Contract Documents:** Bids must be submitted on the City's bid forms. A copy of the Scope of Services/Work and bid form can be obtained from the City's website at <https://bids.losaltosca.gov/>.
- Labor Compliance.** Pursuant to paragraph 7-1.01A, Labor Code Requirements, of the

General Provisions in these specifications, Contractor is required to comply with California Labor Code Section 1770, et seq. This Code requires the Contractor to pay their workers based on prevailing wage rates established and issued by the Department of Industrial Relations, Division of Labor and Statistics and Research.

5. **Pre-bid Conference Review:** A non-mandatory pre-bid conference is scheduled for Thursday, July 25, 2024, at 10am at the Municipal Services Center, 707 Fremont Ave., Los Altos CA 94024.
6. **Insurance:** The contractor will be required to maintain insurance for Personal Injury and Worker's Compensation, with the City of Los Altos as "Additionally Insured." The level of coverage is outlined in the attached Sample Agreement for Services.
7. **Location of Bid Submittal and Date and Time of Opening:** Said sealed bids shall be delivered to the City of Los Altos Municipal Services Center on or before

THURSDAY, AUGUST 8, 2024, AT 2:00PM

The Municipal Services Center is located at 707 Fremont Ave., Los Altos, CA. Bids received after this time will be returned unopened. Bids shall be valid for sixty (60) calendar days after the bid opening date. Sealed bids must be dropped-off inside the bid box at the front counter of the Municipal Services Center or handed directly to staff at that front counter. Additionally, sealed bids can be delivered via USPS, FEDEX, UPS, or other carrier to the Municipal Services Center prior to the bid due date. Please clearly label the package with the project title and add "ATTN: Grant Gabler". Bids received on time will be publicly opened and read aloud on **Thursday August 8, 2024, at 2:10 p.m.** in the conference room at the Municipal Services Center.

8. **Award of Contract:** Said bids will be presented to and considered by the City Council at a regularly scheduled meeting. The City shall award the Contract for Maintenance Service to the lowest responsive, responsible Bidder on the basis of the **TOTAL BASE BID**.
9. **Contract Term:** The initial contract term for the landscape services shall be twenty-four (24) months. The contract may be renewed subject to successful completion of the initial contract term, up to three (3) additional years.
10. **Rights of the City:** The City reserves the right to cancel the project, and to reject any or all bids if not satisfied as to the price for the work or the responsibility of the bidder. The City also reserves the right to waive any informalities according to law.
11. **Project Administration:** All questions relative to this call for bids shall be in writing and directed to the Maintenance Superintendent and submitted at the Municipal Services Center or via email or submitted online at <https://bids.losaltosca.gov/>. **The deadline for questions is Seven (7) days before the bid opening date.**

12. If you need assistance or have questions, please call (650) 947-2873 or email ggabler@losaltosca.gov.

. Dated: 7/9/2024

Grant Gabler

Maintenance Services Superintendent