



CITY OF SANTA MARIA
LANDSCAPE MAINTENANCE SERVICES



RFP NO. RP-2025-01

ADDENDUM No. 1

May 8, 2025

Clarifications – Questions with response as follows:

- 1) Question: Will the aforementioned inconsistencies be corrected in a subsequent distribution? If not, which document is controlling?
 - a. Section III, E/Reporting (p 10) – This section does not include the weekly reporting requirement that is contained in the Scope of Work, Exhibit 'A' (p. 19)
 - b. Section III, E/Scheduling (p 10) – This section includes a requirement for a Pruning Schedule for each of the four landscape district. This requirement is not contained in the Scope of Work, Attachment 'A' (p. 19).
 - c. Section III, J (p 9) and the Scope of Work/Execution in Attachment 'A' (p 20) does not specify a minimum encroachment for overhead clearance for pedestrian walkway or for traffic lanes. This is inconsistent with the 6" requirement for side-to-side clearance for shrubs.
 - d. Section III, M/Lawns of the RFP (p 9) differs from the scope of work in Attachment 'A' for the frequency of Mowing and Edging (p.21).

Response: The actual signed contract with Scope of Work will be the governing document. Updates to the document include:

- a. This is shown on page 21 of the RFP under the heading **Scheduling**.
- b. This is shown on page 21 of the RFP under the heading **Scheduling**. Examples of work are given. Pruning would be included among those work tasks discussed under the entire scope of work.
- c. See **Section J. Trees: All tree maintenance/trimming shall be provided by the City of Santa Maria unless otherwise directed by the City's Authorized Representative.** In the event the contractor is directed to prune a tree, the City Arborist will provide guidance in accordance with the best management practices of the tree species.
- d. This is shown on page 8 under **F. Quality Control Plan: ... for ensuring the scope of work is completed to APPA (Association of Physical Plant Administrators*) Level 3 quality standards. [APPA Grounds Standards]**. Level 3 quality standards for turf grass care include "grass cut at least once every 10 days." Page 22 of the RFP

Lawn states "mowed weekly in season" as a means for contractors to schedule work for in season mowing, and to meet level 3 quality standards for out of season mowing.

2) Question: How will complaints be passed on to the contractor?

Response: Complaints can be directed to Neighborhood Connect:
<https://neighborhoodconnect-santamariacity.hub.arcgis.com/>.

3) Question: Can they please clarify if certified payroll for employees working on this contract is required. Page #18 states "obtain the project D.I.R number from the Recreation and Parks Special District Supervisor."

Response: Yes.

4) Question: Page #8 Section F "Quality Control Plan" it states that "the scope of work completed to APPA (Association of Physical Plan Administrators) Level 3 quality standards. Is there a link that details these standards? Upon searching the internet, the only APPA stands for Association of Physical PLANT Administrator not PLAN. Is there a link to an example of the Quality Control Plan Organizational Chart that can be provided?

Response:

- a. APPA Association of Physical Plant Administrators.
- b. See <https://www.appa.org/>
- c. Developing the Quality Control Plan format and template is the contractor's discretion.

5) Question: Will Certificates of insurance need to be submitted in the bid package?

Response: No. They must be submitted prior to award.

6) Question: Will Copies of proposed pesticide/fertilizer MSDS need to be submitted with the bid package?

Response: No. They will be submitted after award for review and approval prior to the start of work.

All other conditions of the Specifications remain the same.

Sincerely,

Neville Smeda

Neville Smeda, Business Manager

CC: Angela Oslund, Scott Christian

Attachments: *none*