

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*

August 15, 2023

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action Regarding Issuance of Request for Proposal for Gateway Landscape Improvements

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Provide direction to staff and authorize the City Manager to finalize and issue the RFP.

BACKGROUND AND DISCUSSION

The City was previously awarded \$197,870 for the Gateway Enhancement project through the Clean California Program. Deliverables for the project include a 3-piece outdoor exercise station, upgrading the Gateway's irrigation system and the installation of 123 trees.


This item covers only the landscaping portion of the overall grant project. The exercise station will return separately for Council approval before issuance.

The Ad Hoc Committee of Mayor Garnes and Mayor Pro Tem Carter have selected the Flowering Cherry for both the median islands and sidewalk areas. Currently, there are 15 flowering cherries on the gateway which are to be preserved. 25 non-cherry trees are to be removed and replaced with flowering cherries. 15 smaller trees (Species to be identified) are to be placed at the ends of each median island in order to preserve sight lines.

In total, the project will be short 24 trees of the original 123 tree target. This is because 15 preexisting flowering cherries are to be preserved and 9 median trees were incorrectly included in the original design. The median island in front of Root101 was removed around 2017, a physical change that was not reflected in the CAD street designs prior to grant submittal. The impact of these changes is not anticipated to be significant.

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Rio Dell Gateway Landscape Improvement Project

	<p>City of Rio Dell</p> <p>Issued by Kyle Knopp, City Manager</p> <p>knoppk@cityofriodell. ca.gov</p>	<p>Issue Date: August xx, 2023</p> <p>Due Date: September xx, 2023</p> <p>Description: Tree Removal, Excavation and Planting, Irrigation Update</p> <p>Addendum:</p>
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Summary: The City of Rio Dell is seeking bids for the Gateway Landscape Improvement Project, a component of the Clean California Initiative. The project includes some small diameter tree removal and stump grinding, the excavation of existing soil materials with backfilling of new topsoil and installation of 84 Flowering Cherry Trees. The project also involves the replacement of 375 sprinkler heads with new water efficient rainbird sprinklers.

REQUIRED LICENSING:

Contractor has a “C-27” landscape contractor’s license. **Contractor’s License #**
_____ **Expires:** _____

Contractor has registered with the State of California’s DIR (Department of Industrial Relations) website:

DIR Registration Number: _____

TIME OF COMPLETION:

Bidder agrees to complete the project on or before a date specified in a signed contract. The City desires to complete this project as soon as possible, no later than February 29, 2024.

MANDATORY WALK-THROUGH:

In-person visual inspection of the project location is required. A mandatory sign-off sheet will be available for self-certification at 675 Wildwood Avenue, Rio Dell, CA 95562 from 8:00am to 5:00pm Monday through Friday.

TIMELINE:

TIMELINE	DATES
RELEASE OF REQUEST FOR BID	August xx , 2024
MANDATORY SITE VISIT ON:	Anytime prior to bid submission.
DEADLINE FOR BIDS TO BE RECEIVED	September xx , 2024 @ 8:30am
	THE FOLLOWING DATES ARE TENTATIVE AND MAY BE SUBJECT TO CHANGE
OPENING OF SEALED BIDS	September xx , 2024 at 8:30am.
RECOMMENDATION OF AWARD TO CITY MANAGEMENT and/or COUNCIL	September 19 , 2024
CONTRACT FINALIZATION / NEW CONTRACT START DATE	by October 1, 2024

Original copies of the bid are to be received by 8:30 a.m. on **xx**, Pacific Standard Time, at 675 Wildwood Avenue, Rio Dell CA 95562. Late, faxed, emailed, or unsigned bids will be rejected. Post marks do not count. No additional information or documentation will be accepted from proposers after the bid due date.

SCOPE OF SERVICES:

The project area is a section of Wildwood Avenue in Rio Dell California that stretches from Belleview Avenue in the north to Side Street in the south. The roadway’s primary configuration include two traffic lanes separated by a 10’ median and flanked on both sides by sidewalk grass and trees. Prior efforts to plant trees in the gateway were largely unsuccessful due to the mostly gravel composition of the ground just below the lawn.

This project seeks to correct these issues to create healthy trees in Rio Dell’s “gateway.” Eighty-Four (84) 24” Box Flowering Cherries are to be installed with the removal and replacement of approximately 125 cubic feet of soil per tree. 25 non-cherry trees will be removed/replaced, and 15 existing flowering cherries at the site will be preserved.

Work also includes the replacement of 375 sprinklers along the gateway.

TRAFFIC CONTROL SYSTEMS

The contractor will work in advance with the City to identify the necessary temporary street and sidewalk closure. In order to facilitate detours, the needed closures will be

identified no less than 24 hours in advance.

SUBMISSION

All bids must be submitted in a sealed envelope clearly marked with the title of "Median Island Maintenance"

- Late bids will not be accepted.
- Post marks do not count.
- All bids, whether selected or rejected, shall become the property of the City of Rio Dell.

Bids are to be sent to:

GATEWAY PROJECT
ATTN: CITY MANAGER
675 Wildwood Avenue
Rio Dell CA 95562

PREVAILING WAGE REQUIREMENT

Pursuant to the provisions of the Labor Code of the State of California, the Department of Industrial Relations has made a determination of the rate of per diem wages to be paid on the prevailing rate of pay for regular, holiday and overtime work in the locality in which the public work is to be performed, for each craft, classification, or type of workman needed to execute the contract. All City of Rio Dell projects greater than \$1,000 requires that contractors adhere to Prevailing Wage requirements (California Labor Code, Sections 1770 through 1775). The rates can be found online here:

<http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>

EXCEPTIONS TO SPECIFICATION

Bids taking the exception to any part or section of these specifications shall indicate such exceptions in the Bid. Failures to indicate any exceptions shall be interpreted as the Bid's intent to fully comply with the specifications as written. However, conditional or qualified Bids are subject to rejecting in whole or in part.

EXPENSES INCURRED IN PREPARING THE BID

The city accepts no responsibility for any expense incurred by Bid in the preparation and presentation of a Bid, such expenses to be borne exclusively by the Bid.

BID INVESTIGATIONS

Before submitting a Bid, each Bid shall make all investigations and examinations necessary to ascertain the full performance of the contract and to verify any representations made by the city that the Bid will rely upon. No pleas of ignorance of such conditions and requirements resulting from failure to make such investigations and examinations will relieve the successful Bid from its obligation to comply with every detail of all provisions and requirements of the contract documents or will be accepted as a basis for any claim whatsoever for any monetary consideration on the part of the Bid.

QUALIFICATIONS OF BIDS

Each Bidder shall possess a valid C-27 License.

BID WITHDRAWAL

No Bid can be withdrawn after it is filed unless the Bid makes a request in writing to the city prior to the time set for the opening of Bids or unless the city fails to accept a Bid within ninety (90) days after the date fixed for opening Bids.

APPLICABLE LAW

The solicitation and any contract resulting from this solicitation shall be governed in all respects by the laws of the State of California and any litigation with respect thereto shall be brought in the courts of this State in the County of Humboldt. The successful Bid shall comply with all applicable federal, state, and local laws and regulations.

SELECTION PROCESS

The award of contracts shall be at the sole discretion of the City. Selection shall be based on the lowest responsive responsible bid received. The Bids should be submitted on the most favorable terms that the Bid can propose. It is the intent to make an award to one bid for all services required, although the City reserves the right to make multiple awards, depending on the needs and best interests of the City. The City may accept or reject any or all Bids in whole or in part and may waive informalities in the process. The contents of the Bid of the selected bid will become the basis for a contractual obligation when the award is made.

Final contract award will be subject to approval by the City Council. The City reserves the right to award a contract or contracts to Contractor that presents a Bid which, in the sole judgment of the city, serves the best interest of the city.

The city reserves the right to reject any and all Bids, to waive minor irregularities in said Bids, or to negotiate deviations with the successful Bid.

CONFLICT OF INTEREST

Bid warrants and covenants that no official or employee of the city, nor any business entity in which an official of the city has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract, nor any such person will be employed in the performance of such contract without immediate divulgence of such fact to the city.

CONTRACT

If a Bid is accepted, the successful Bid will be required to sign a contract. Any executed contract will be substantially similar.

INSURANCE REQUIREMENTS:

The successful Bid will be required to satisfy the insurance requirements, as set forth by the City. The Bid shall furnish the city with certificates and original endorsements affecting the required insurance coverage prior to execution of a contract by the city. In addition, the city may require additional insurance requirements dependent upon Bid's proposed services. Insurance coverage shall be no less than:

Combined single limit bodily injury liability and property damage liability - \$1,000,000 each occurrence.

Vehicle / Bodily Injury combined single limit vehicle bodily injury and property damage liability - \$500,000 each occurrence.

ASSIGNMENT:

Any contract resulting from this Bid and any amendments or supplements shall not be assignable by the successful Bid.

RESERVATION OF RIGHTS:

The City of Rio Dell reserves the right to:

- Cancel this Request for Contractor Bids
- Amend this Request for Contractor Bids
- Extend the deadline for submitting Bids
- Waive minor irregularities or failures to conform to the Request for Contractor Bids

NEGOTIATIONS:

The city reserves the right to negotiate prior to contract execution with any Bid. Items that may be negotiable include, but are not limited to, types and scope of services and activities, performance criteria, start date and project completion date. Negotiable items must be consistent with the original Bid submitted, including proposed costs. Bids may not change the terms of their Bid after bid opening.

INQUIRY:

City of Rio Dell
Attn: City Manager
675 Wildwood Avenue
Rio Dell, CA 95562

knoppk@cityofriodell.ca.gov

ATTACHMENTS:

- A. Location Map
- B. Bid Sheet
- C. ~~Draft Contract~~

ATTACHMENT A

BID SCHEDULE: Gateway Landscape

Item No.	Est. Qty.	Unit	Description	Unit Price	Total
1	1	N/A	Mobilization	\$(_____)	\$(_____)
2	25	EA	Tree Removal and Stump Grinding	\$(_____)	\$(_____)
3	6	HR	Final tree location marking	\$(_____)	\$(_____)
4	84	EA	Excavation 5' deep and 5' wide, removal and disposal of existing soil material. Backfill with new topsoil.	\$(_____)	\$(_____)
5	84	EA	Supply and Plant 24" Box Tree - Flowering Cherry	\$(_____)	\$(_____)
6	15	EA	Excavation 3' deep and 3' wide, disposal of existing soil material. (small tree selection and installation by the city seperately.)	\$(_____)	\$(_____)
7	192	EA	Supply, replace and adjust height - 6" Rainbird 32SA adjustable rotating spinkler	\$(_____)	\$(_____)
8	183	EA	Supply, replace and adjust 6" Rainbird 1806APPRS 180 degree sprinklers.	\$(_____)	\$(_____)
9	1	EA	3-month Tree Establishment Period	\$(_____)	\$(_____)

EXCEPTION TO SPECIFICATION: List all exceptions to specification on a separate piece of paper, attached to the bid.