



CITY *of* CALABASAS

October 16, 2024

Distribution/Proposer

SUBJECT: ADDENDUM #1 FOR REQUEST FOR PROPOSAL FOR THE AS
NEEDED GENERAL AND EMERGENCY CLEANING SERVICES
AND DEBRIS REMOVAL

Attached is the Addendum # 1 for the subject Request for Proposals.

Changes include the removal from page three (3) of the paper submittal requirement as listed:

Proposal Requirements

All submittals are required to be in electronic format and submitted to aford@cityofcalabasas.com by the listed deadline/due date of November 20, 2024 at 2:00 p.m..

A signed copy of this, and any further addendum with your proposal to acknowledge receipt of any and all addenda is required to be included with your proposal.

If you have any further questions, please feel free to email Anna Ford at aford@cityofcalabasas.com

Sincerely,

Curtis Castle
Director of Public Works

Acknowledgment of Receipt of Addendum



CITY of CALABASAS
ADDENDUM No. 1

**FOR NOTICE INVITING SEALED BIDS FOR REQUEST FOR PROPOSAL FOR THE
AS NEEDED GENERAL AND EMERGENCY CLEANING SERVICES AND DEBRIS
REMOVAL**

PROPOSAL DUE: Wednesday November 20

The Request for Proposals will be modified as follows:

- On **page 3**: The Proposal Requirements were changed as follows:

Proposal Requirements

The proposal must be complete and submitted electronically via email to Anna Ford at aford@cityofcalabasas.com by the deadline listed. The proposal must include:

1. Contractor Description - Provide a complete description of your Company including its licenses, work history, organizational structure, equipment, yard/office facilities, and number of employees.
2. A list of any current and past contracts with local agencies to provide similar types of services in Los Angeles County and nearby cities. Include contact information.
3. Costs proposal sheet – The sheet at a minimum must include costs listed for each work type in Attachment 2 (please include additional common cost line items as necessary). In addition to this partial list of typical components, any other additional fees that would be charged as part of providing these services should be included (mobilization/equipment/traffic control/etc). Attach additional pages as needed to explain costs and materials used.
4. There may be areas for use of subcontractors or partners in this project. If you are utilizing this approach, your proposal must list subcontractors/partners and provide the necessary information on the “Subcontractors List” form included in the proposal (Attachment 4).
5. List any licenses or certifications related to the scope or work described in this RFP. State if the Proposer does not have any related or applicable licenses or certifications.
6. Indicate the allocated and available resources. Indicate commitment of availability of staff and resources to the City.
7. Provide a statement of financial resources.

In accordance with California Labor Code Sections 1770 et seq., the Contractor shall pay general prevailing rate of per diem wages to all workers employed under this contract.



CITY *of* CALABASAS

The awarded Contractor shall comply with the requirements of the State of California's Standard Specification Code Section 7-1.01A(4) "Labor Nondiscrimination" under this contract. A sample of an agreement is attached for your consideration (Attachment 3).

All trucks and equipment used for the operations must be in compliance with all applicable local, state, and federal rules and regulations. Any truck used to haul debris must be capable of rapidly dumping its load without the assistance of other equipment, be equipped with a tailgate that will effectively contain the debris during transport and permit the truck to be filled to capacity.

The CONTRACTOR shall provide, erect and maintain all necessary barricades, suitable and sufficient lights, warning signals, signs and other traffic control devices at all CONTRACTOR work areas in compliance with the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD) and City requirements. All work shall be done in conformity with all applicable Federal, State and local laws, regulations, and ordinances governing personnel, equipment and work place safety. Depending on the complexities of the work and/or physical conditions of the roadway, the City may require the CONTRACTOR to prepare a traffic control plan (TCP) for City's review prior to performing the work. Any notification of a deficiency in traffic control or other safety items shall be immediately corrected by the CONTRACTOR(s). No further work shall take place until the deficiency is corrected.

The Contractor shall create and maintain a thorough and comprehensive record for the work performed including labor and material used for such work.

The Contractor shall provide response and service on a twenty-four (24) hour, seven (7) day per week basis. Immediate action shall be taken to safeguard the public any time a call-out is required. The Contractor shall provide the City with a contact name and phone number of personnel responsible for 24/7 services. The maximum response times shall not be more than 2 hours for emergency call-out

Proposals received after the time established for receiving proposals will not be considered. The City will not be responsible for any expenses incurred by any Proposer in the development of a response to this Request for Proposal or any other activities associated with this procurement including but not limited to any onsite (or otherwise) interviews and/or presentations, and/or supplemental information provided, submitted, or given to the City and/or its representatives. Further, the City reserves the right to reject any and all proposals and to determine which proposal is, in the City's judgment, the most responsive and responsible proposal. The City also reserves the right to waive any informality in any proposal and to delete certain items listed in the proposal as set forth therein. This RFP does not commit the City to pay any costs incurred in the preparation of any proposal.