



**ADMINISTRATIVE SERVICES
PURCHASING**

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Equal Opportunity Employer

October 1, 2013

MANDATORY PRE-BID CONFERENCE

**September 24, 2013
10:00 A.M.**

MERCED COUNTY

BID NO. 7011

**LANDSCAPE MAINTENANCE SERVICES FOR THE JOHN LATORRACA ADULT
CORRECTIONAL FACILITY**

Attendees:

Frank Rybka – Merced County Administrative Services-Purchasing
Amy Gonzales – Merced County Administrative Services-Purchasing
Officer Mark Williams– Merced County Sheriff's Department
Roland Garcia – Westside Landscape & Concrete
Edward Shinen – Shinen Landscape
Danny Pelayo – Yard Masters, Inc.
Stephen Hauschel – Clean Cut Landscape
Eddie Hunter – Lincoln Training Center
Dustin Smith – Valley Scapes

Introduction:

Frank Rybka of Merced County Administrative Services – Purchasing opened up the meeting. Attendees were required to sign in and agenda was provided to the attendees. Everyone introduced themselves and the companies they represented. The following BID requirements were reviewed:

ORAL ANSWERS AT THE CONFERENCE WILL NOT BE BINDING. BIDDERS ARE INSTRUCTED TO DISREGARD ANY PROSPECTIVE ORAL REPRESENTATIONS IT MAY HAVE RECEIVED PRIOR TO, AND DURING, THE SOLICITATION PROCESS OF THE BID.

General Overview of Bid Requirements:

- Announcement of Bid
- Contact personnel for information – Frank Rybka: frybka@co.merced.ca.us
- Number of copies – One (1) original with signature in blue ink and one (1) copy
- Questions must be submitted in writing
- Deadline for written questions – September 30, 2013
- Closing Date – Thursday, October 10, 2013 at 4:00 p.m.
- Mandatory Pre-Bid Conference
- Performance Bond
- Attachments A, B, C, D & E

The meeting was then turned over to Officer Mark Williams, Merced County Sheriff's Department, for review of the technical specifications and walk-through of the facility grounds.

The meeting was opened up for discussion, questions and answers.

QUESTIONS SUBMITTED TO DATE:

Question 1: Are we responsible for putting bait for the gophers or do they have somebody that does the pest & rodent control?

Answer: Whatever is in the specifications as far as requirements for controlling gophers or whatever the rodents are out here – I think we have infestations of gophers – we have a pest-control program that is over and above the landscape maintenance program for invasive rodents, both for the Juvenile Justice Facility and here, so read that part carefully. Whatever's not covered there, we cover it with another company and another service contract.

Question 2: Does it only go to the entrance or does it all the way to the other ones, too?

Answer: No. It ends at the entrance. The same thing applies to that other fence row. It's the responsible for the Juvenile Justice Facility. You're only responsible for that – not the island but the area east of the island all the way over here is the Adult Correctional Facility. The same thing with the fence row, it only extends all the way to the entrance.

Question 3: What about replacing the dead Redwoods? Are we going to be responsible for that?

Answer: We'll negotiate with the winning bidder on doing a one-shot cleanup to this area to bring it up to standard and part of that will be removal of the dead trees. So that's not part of this bid but whoever wins the contract, we'll negotiate with that company for that service to bring this up to standard and remove the trees.

Question 4: What about the pumps? Is that in the contract? Like periodically changing the sand out? Maybe a couple times a year? The main pump that feeds the irrigation – the main line.

Answer: The pumps are maintained by a County department. You will not be responsible for maintain the water pumps.

Question 5: Are we going to be responsible for the parking lots and the rock driveways?

Answer: You are responsible for the keeping the rock driveways weed free. You are not responsible for the parking lots.

Question 6: But they still cover grass and everything in here?

Answer: Yes.

Question 7: Are we responsible for weed abatement along the outside perimeter, along the other side of the fence-line?

Answer: Everything that is along the tree-line, from the fence to the tree-line and along Sandy Mush to the pavement portion, you will be responsible for.

Question 8: And all of this that's out here where we just came back from walking?

Answer: No. That's covered under a different contract.

Question 9: Would we have access to this door to the sprinkler controls?

Answer: I will be out here when you guys come out, so I can leave it open.

Question 10: Who currently has the contract?

Answer: Yard Masters currently has the contract. It's temporary. Prior to February of 2013, this was done in house primarily with work-in-lieu labor. So there's very little history, but there is history.

Meeting adjourned at 10:41 a.m.

End of questions.

FR/ag