

August 23, 2019

**MEDIAN AND LANDSCAPE MAINTENANCE SERVICES**  
**ADDENDUM NO. 4**

TO: ALL INTERESTED BIDDERS of the "Median and Landscape Maintenance Services"

FROM: City of Millbrae - Public Works Department

The following information and/or clarification are provided and incorporated into the bid documents of the **MEDIAN AND LANDSCAPE MAINTENANCE SERVICES** which is scheduled for bid opening on Monday, August 26, 2019 at 2:00PM:

**REVISIONS:**

Pages 14-16 in the Bid Documents are to be replaced by the pages on ATTACHMENT D. Below is a summary of the changes:

- 1) TOTAL BID rows have been added to every table
  - a. Example below:

EL CAMINO REAL LANDSCAPE Santa Lucia Avenue to Murchison Avenue					
Bid Item#	Description of Work	Frequency	Price per Unit	Unit Frequency	Annual Cost Per Site
1	Hand-litter: removal of all trash, paper products, debris and branches on all medians	3x/week	\$ _____	52 weeks	\$ _____
2	*Remove weeds	*As needed	\$ _____		\$ _____
3	Maintain trees and shrubs	Quarterly	\$ _____	4	\$ _____
4	**Trim bushes	Quarterly	\$ _____	4	\$ _____
<b>TOTAL BID</b>					

- 2) After page 15, insert TOTAL page summarizing TOTAL FIGURES.

TOTAL (Figures): \$ \_\_\_\_\_

TOTAL w/ Alternate Bid: \$ \_\_\_\_\_

TOTAL (Words): \_\_\_\_\_

BIDDERS NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

EACH BIDDER SHALL ACKNOWLEDGE RECEIPT OF THIS ADDENDUM NO. 04:

- By completing the attached ACKNOWLEDGEMENT sheet marked as "RETURN IMMEDIATELY TO" and returning the completed form via email to: [rvelilla@ci.millbrae.ca.us](mailto:rvelilla@ci.millbrae.ca.us)

AND

- By completing the attached ACKNOWLEDGEMENT sheet marked as "RETURN WITH THE BID PROPOSAL" and submitting the completed with the bid proposal.

Prepared by: Rose Velilla, Management Analyst  
Approved by: John Gianoli, Parks Supervisor

The image shows two handwritten signatures. The first is in blue ink and appears to be 'Rose Velilla'. The second is in black ink and appears to be 'John Gianoli'.

**MEDIAN AND LANDSCAPE MAINTENANCE SERVICES**

**ADDENDUM NO. 4 ACKNOWLEDGEMENT**

I have received Addendum No. 4 to the Bid Documents titled, Median and Landscape Maintenance Services. I have read and understood the information stated in the Addendum.

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bidder's Name

\_\_\_\_\_  
Name of Company

**RETURN IMMEDIATELY TO:**

**Rose Vellilla**  
[rvelilla@ci.millbrae.ca.us](mailto:rvelilla@ci.millbrae.ca.us)  
City of Millbrae, Public Works Department

**MEDIAN AND LANDSCAPE MAINTENANCE SERVICES**

**ADDENDUM NO. 4 ACKNOWLEDGEMENT**

I have received Addendum No. 4 to the Bid Documents titled, **Median and Landscape Maintenance Services.**  
I have read and understood the information stated in the Addendum.

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bidder's Name

\_\_\_\_\_  
Name of Company

**RETURN WITH BID PROPOSAL**

<b>COST PROPOSAL</b>
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**MEDIAN LOCATIONS**

EL CAMINO REAL LANDSCAPE Santa Lucia Avenue to Murchison Avenue					
Bid Item#	Description of Work	Frequency	Price per Unit	Unit Frequency	Annual Cost Per Site
1	Hand-litter: removal of all trash, paper products, debris and branches on all medians	3x/week	\$_____	52 weeks	\$_____
2	*Remove weeds	*As needed	\$_____		\$_____
3	Maintain trees and shrubs	Quarterly	\$_____	4	\$_____
4	**Trim bushes	Quarterly	\$_____	4	\$_____
<b>TOTAL BID</b>					

\*Refer to Scope of Work & Services, application of Pesticides, Section 2.7

\*\* Refer to General Conditions, Section 20, G20.01

FRONTAGE ROAD ON EL CAMINO REAL (SOUTHBOUND ONLY) Taylor Boulevard to Chadbourne Avenue					
Bid Item #	Description of Work	Frequency	Price per Unit	Unit Frequency	Annual Cost per Site
5	Hand-litter: removal of all trash, paper products, debris and branches on all medians	2x/day; 6x/week	\$_____	52 weeks	\$_____
6	** Trim bushes	Quarterly	\$_____	4	\$_____
7	** Trim Escallonia fradesii	Quarterly	\$_____	4	\$_____
8	String trim no-mow grass	Quarterly	\$_____	4	\$_____
9	Weed control (no mow weed control)	Monthly	\$_____	12 months	\$_____
10	Power wash sidewalks	Quarterly	\$_____	4	\$_____
11	Hand wipe and disinfect Big Bellys	3x/week	\$_____	52 weeks	\$_____
12	Empty stand-alone cigarette butt bins and cigarette bins inside Big Bellys	3x/week (minimum)	\$_____	52 weeks	\$_____
<b>TOTAL BID</b>					

\*Refer to Scope of Work & Services, application of Pesticides, Section 2.7

\*\* Refer to General Conditions, Section 20, G20.01

**DOWNTOWN MAINTENANCE**

<b>BROADWAY AVENUE</b>					
<b>Meadow Glen Boulevard to Victoria Avenue</b>					
<b>Bid Item #</b>	<b>Description of Work</b>	<b>Frequency</b>	<b>Price per Unit</b>	<b>Unit Frequency</b>	<b>Annual Cost per Site</b>
13	Hand-litter: removal of all trash, paper products, debris and branches on all medians	2x/day; 6x/week	\$_____	52 weeks	\$_____
14	** Trim bushes	As needed	\$_____		\$_____
15	*Remove weeds in planters, tree wells, and palm tree boxes	Weekly	\$_____	52 weeks	\$_____
16	Hand-wipe and disinfect Big Bellys	3x/week (minimum)	\$_____	52 weeks	\$_____
17	Empty stand-alone cigarette butt bins and cigarette bins inside Big Bellys	3x/week (minimum)	\$_____	52 weeks	\$_____
18	Power wash sidewalks	Quarterly	\$_____	4	\$_____
19	Blow sidewalks, curbs, gutter	Monthly	\$_____	12 months	\$_____
<b>TOTAL BID</b>					

**PARKING PLAZA & PARK LOCATIONS**

<b>446 BROADWAY AVENUE LOT</b>					
<b>Bid Item #</b>	<b>Description of Work</b>	<b>Frequency</b>	<b>Price per Unit</b>	<b>Unit Frequency</b>	<b>Annual Cost per Site</b>
31	Hand-litter: removal of all trash, paper products, debris and branches on all medians	2x/day; 6x/week	\$_____	52 weeks	\$_____
32	** Trim bushes	Quarterly	\$_____	4	\$_____
33	Blow sidewalks, curb and gutter	Monthly	\$_____	12 months	\$_____
34	*Remove weeds	Bi-weekly	\$_____	26 weeks	\$_____
<b>TOTAL BID</b>					

\*Refer to Scope of Work &amp; Services, application of Pesticides, Section 2.7

\*\* Refer to General Conditions, Section 20, G20.01

320 MAGNOLIA AVENUE LOT					
Bid Item #	Description of Work	Frequency	Price per Unit	Unit Frequency	Annual Cost per Site
35	<u>Hand-litter</u> : removal of all trash, paper products, debris and branches on all medians	2x/day; 6x/week	\$_____	52 weeks	\$_____
36	** Trim bushes	Quarterly	\$_____	4	\$_____
37	Blow sidewalks, curb and gutter	Monthly	\$_____	12 months	\$_____
38	*Remove weeds	Bi-weekly	\$_____	26 weeks	\$_____
<b>TOTAL BID</b>					

SITE NEAR 238 BROADWAY AVE LOT					
Bid Item #	Description of Work	Frequency	Price per Unit	Unit Frequency	Annual Cost per Site
39	<u>Hand-litter</u> : removal of all trash, paper products, debris and branches on all medians	2x/day; 6x/week	\$_____	52 weeks	\$_____
40	Blow sidewalks, curbs and gutter	Monthly	\$_____	12 months	\$_____
41	* Remove weeds	Bi-weekly	\$_____	26 weeks	\$_____
42	** Trim bushes	Quarterly	\$_____	4	\$_____
<b>TOTAL BID</b>					

**ALTERNATE BID #1**

CIVIC CENTER (City Hall, Police Station and Fire Station Grounds)					
Bid Item #	Description of Work	Frequency	Price per Unit	Unit Frequency	Annual Cost per Site
43	<u>Hand-litter</u> : removal of all trash, paper products, debris and branches on all medians	2x/day; 6x/week	\$_____	52 weeks	\$_____
44	Blow sidewalks, curb and gutter	Monthly	\$_____	12 months	\$_____
45	*Remove weeds	Bi-weekly	\$_____	26 weeks	\$_____
46	** Trim bushes	Quarterly	\$_____	4	\$_____
<b>TOTAL BID</b>					

\*Refer to Scope of Work &amp; Services, application of Pesticides, Section 2.7

\*\* Refer to General Conditions, Section 20, G20.01

**TOTAL (Figures):** \$ \_\_\_\_\_

**TOTAL w/ Alternate Bid:** \$ \_\_\_\_\_

**TOTAL (Words):** \_\_\_\_\_

**BIDDERS NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_ **FAX NUMBER:** \_\_\_\_\_

Note: This Agreement is subject to prevailing wage laws, Labor Code Section 1770 et seq.

Price(s) given above are guaranteed for 150 calendar days after date of bid opening and through the duration of the contract, if awarded.