

CITY OF SAN LEANDRO

INVITATION FOR BIDS

SUBMIT BID TO: City of San Leandro Purchasing Department 835 East 14th Street San Leandro, CA 94577	FOR FURTHER INFORMATION CONTACT: Sally Perez Purchasing Technician (510) 577-3472 fax (510) 577-3312 sperez@sanleandro.org
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BID NO: 22-23.015	DATE ISSUED: May 16, 2023	THIS BID MUST BE DELIVERED TO THE CITY BEFORE: 3:00 p.m., Wednesday, June 6, 2023
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QTY	DESCRIPTION	UNIT PRICE	EXTENSION
Trim 1,219 Trees	<p align="center">City of San Leandro INVITATION FOR BIDS Bid No. 22-23.015 Yarwood Sycamore Tree Trimming</p> <p>Notice is hereby given that sealed bids must be received by the Purchasing Office until Tuesday, June 6, 2023 at 3:00 PM local time, at which time they will be publicly opened and read for furnishing all labor, materials and equipment, and performing all work necessary and incidental to trimming approximately 1,219 Yarwood Sycamore Trees, number is subject to change due to budget, in accordance with the Invitation for Bids and Attachment A, Scope of Services – Boulevard Yarwood Sycamore Tree Trimming, incorporated herein. Bidders are encouraged to drive locations and view trees before submitting their bids.</p> <p>All bidders must submit with their proposal a copy of their Certificate of Insurance (COI) showing compliance with the insurance requirements as stated in the attached Non-Professional Services Agreement (Section 4).</p> <p>Questions related to this IFB must be submitted in writing to the Purchasing Technician at the address above or via email to: sperez@sanleandro.org.</p> <p>Bids shall be sealed and clearly labeled YARWOOD SYCAMORE TREE TRIMMING, BID NO. 22-23.015. Mailed bids addressed to the City of San Leandro, Purchasing Office, 835 E. 14th Street, San Leandro, CA 94577, shall be received up to 3:00 p.m. on Tuesday, June 6, 2023. In-person delivered Bids shall be received until 3:00 p.m. on Tuesday, June 6, 2023.</p> <p>Any Bidder who wishes their bid to be considered is responsible for making certain that their bid is received in the Purchasing Office by the proper time. No oral, telegraphic, electronic, facsimile or telephonic bids or modifications will be considered unless specified. Bids received after the scheduled Bid Submittal Deadline will be returned unopened.</p>	\$91.42 PRICE PER TRIM	\$111,435.00 TOTAL

THIS PROJECT IS SUBJECT TO THE PAYMENT OF PREVAILING WAGES. THIS PROJECT IS SUBJECT TO COMPLIANCE MONITORING AND ENFORCEMENT BY THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS. IN ORDER TO SUBMIT A BID, ALL BIDDERS MUST BE REGISTERED WITH THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS IN ACCORDANCE WITH CALIFORNIA LABOR CODE SECTION 1725.5.

Any bid may be withdrawn at any time prior to the time fixed for the opening of bids only by written request for the withdrawal of the bid filed with the City. The request shall be executed by the bidder or bidder's duly authorized representative. The withdrawal of a bid does not prejudice the right of the bidder to file a new bid. Whether or not bids are opened exactly at the time fixed in the public notice for opening bids, a bid will not be received after that time nor may any bid be withdrawn after the time fixed in the public notice for opening of bids.

As stated in Public Contract Code Section 5100 to 5108, inclusive (State Contract Act) concerning relief of bidders and to the requirement therein, that if the bidder claims a mistake was made in their bid, the bidder shall give the City written notice within five (5) days after the opening of the bids of the alleged mistake, specifying in the notice, in detail, how the mistake occurred.

All bidders shall verify if any addendum for this project has been issued by the City. It is the bidder's responsibility to ensure that all requirements of contract addendum are included in the bidder's submittal.

The successful bidder shall enter into a Non-Professional Services Agreement (Attachment D). For projects greater than \$100,000, City Council approval of the NPSA is required. The successful bidder shall submit a Certificate of Insurance and endorsements showing compliance with the insurance requirements as stated in the attached Non-Professional Services Agreement (Section 4) and Attachment C – Insurance Requirements. This insurance shall be maintained for the duration of the agreement. In addition, the successful bidder shall have the proper City of San Leandro business license and all other applicable licenses and permits.

The selected Bidder shall comply with all laws, codes, rules and regulations of the State, County, and City applicable to the work to be performed at the City's location(s). The Bidder, who shall pay all lawful charges, shall obtain all permits lawfully required.

The Bidder declares, by signing and submitting a bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation, that the bid is genuine and not collusive or sham; that the Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham bid, or that anyone shall refrain from proposing; that the Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other Bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the Bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

The award will be made to the lowest responsive and responsible bidder whose bid complies with the specifications in a manner satisfactory to the City's best interests as determined by the City. All specifications are minimum requirements, unless otherwise noted. All bidders must submit with their bid sufficient literature to show compliance with specifications. Any deviations from specifications must be clearly indicated in writing at the time the bid is submitted. The City reserves the right to waive minor variations in specifications bid. The right is reserved, as the interest of the City may require, to reject any or all bids, or to waive any informality or minor irregularity in the bids.

LOCAL INCLUSION POLICY: Contractor is subject to the City's *Local Inclusion Policy Ordinance* which includes two main components: *Local Business Preference* which provides a 10% rating incentive for bids from San Leandro-based businesses. As a result, bid prices from local businesses will be reduced by 10% when being evaluated for the purposes of determining the lowest bid. The City also has a *Local Business Participation* Goal for contracts that exceed \$100,000 in value. For policy requirements, go to: <https://www.sanleandro.org/343/Purchasing>

BID PROTEST PROCEDURES: Any protest of the proposed award of the bid to the bidder deemed the lowest responsible bidder must be submitted in writing to the City no later than 5:00 p.m. on the third (3rd) business day following the date of bid opening. The initial protest must contain a complete statement of the basis for the protest. The protest must state the facts and refer to the specific portion of the document or the specific statute that forms the basis for the protest. The protest must include the name, address, and telephone number of the person representing the protest party.

To bid, complete and return this Invitation for Bids form (pages 1-3), complete Attachments B, and C with proof of insurance in a sealed envelope. The envelope shall be marked with the project name and bid number. The bid must be received by the date and time shown to be considered. Deliver envelope to: City of San Leandro Purchasing Department, 835 E. 14th Street, San Leandro, CA, 94577. Please note that there is a one-day delay in mail delivery to City Hall by the U.S. Postal Service.

Firm AERI Tree Service, LLC

Date: 6/5/23

Address 2151 River Plaza Dr. #105

Phone: 707-364-4998

Sacramento, CA 95833

Email: mswanson@aeri-ca.com

By (Signature)  _____

Print Name/Title Matt Swanson, Business Development Manager


Sally Perez
Purchasing Agent

License No.: 1047024 Class: D-49 Exp. Date 11/30/2024

Contractor's DIR Registration No.: PW-LR-1000710096