



DEPARTMENT of PUBLIC WORKS

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April 3, 2026

**CITYWIDE TREE TRIMMING MAINTENANCE SERVICES**

TO: ALL SPECIFICATION HOLDERS

The City received the questions below from various Contractors interested in bidding for the Citywide Tree Trimming Maintenance Services. Please note, the questions do not meet the qualifications to issue an Addendum. Please refer to the **Addendum** for additional information. Addendum Acknowledgement **MUST** be completed and submitted with the proposal.

**Questions & Answers**

1. Is a Bid Bond required?
  - a. Per Specification, Bid Bond is not required.
2. What is the contract amount for the current contract?
  - a. Current 4-year contract is a total of \$480,503.83
3. What is the total number of trees in the City?
  - a. Refer to bid table in the RFP
4. Are bidders allowed to include pricing for additional services not listed in the RFP?
  - a. Per the RFP, it is required that bidders include the optional services rate sheet
5. Is equipment staging allowed within the City?
  - a. Per section 300-1.2.5 (TP-2), it is allowed but needs to be approved by the city first if on public street. Private lots require written approval.
6. Are contractors authorized to trim or remove trees they determine necessary?
  - a. Contractor must advise the City. City must approve prior.
7. What is the estimated start date for this contract?
  - a. Contract will begin July 1, 2026.
8. The Bid Documents state that the contractor must utilize only qualified persons when working in proximity to Edison's facilities. Approximately how much line clearance work is performed annually under this contract?
  - a. Average of 5 trees within the 4-year contract.
9. When does the City intend to present its recommendation to the Council for award?
  - a. We will present to Council in April 2026.

10. What is the City's general pruning cycle (in years)?
  - a. The City is on a 4-year cycle. Please refer to the Bid Table.
11. Can a grid map be provided indicating the most recently completed grid and the next grid scheduled for pruning?
  - a. Refer to grid in the RFP for the schedule. District 4 was recently completed.
12. Is tree trimming performed year-round or seasonally?
  - a. Tree Trimming is performed seasonally.
13. Are parks included within the scope of this contract? If so, is the use of aerial lifts on turf permitted?
  - a. Parks are not included in the services. The trees are located in the public right of way, City owned facilities and arterials.
14. Are there any City-owned properties or facilities excluded from this contract?
  - a. The only trees being serviced in City facilities are the 44 Pine Trees around City Hall, Human Services and Rush Gym and the Fire Department and 19 Medjool Palm Trees in the Gardena Community Aquatic and Senior Center.
15. When was the inventory last updated?
  - a. The inventory is up-to-date.
16. Will the awarded contractor be provided with the tree inventory in a usable format (e.g., shapefile, Excel, CSV) that can be integrated into their management system?
  - a. Excel and CSV will be available.
17. Who is responsible for updating the tree inventory?
  - a. The awarded Contractor will update the tree inventory on their database.
18. How will the contractor be compensated for updating the tree inventory?
  - a. Updating the tree inventory is the Contractor's requirement and include in their GIS.
19. For tree planting line items, should the cost of the tree itself be included in the unit price?
  - a. Yes, the price of the tree is included in the cost of tree planting.
20. Will the contractor be compensated for watering services?
  - a. This is included in the unit price.
21. How many trees, and of what sizes, are anticipated to be planted over the next three (3) years?
  - a. On average, the City plants 20 to 25 trees each year.
22. In what situations would the City utilize crew rental instead of unit pricing?
  - a. The City would utilize crew rental in the event of an emergency.
23. Is mobilization included in crew rental and emergency crew rental rates? Is there a minimum crew-hour guarantee per callout?
  - a. Mobilization is included in the price.

- b. Refer to RFP - Incidental Work on TP-1.
  - c. Contractors must submit their Fee Schedule, Optional Services and Specifications with the proposal.
24. Will the City allow for unit price adjustments during the base term and/or extension periods to account for changes in labor, fuel, equipment, and material costs?
- a. Refer to RFP, BP-6. "An annual inflation factor of up to 5% based on the United States Department Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) may ONLY be applied to the Optional Services in the Fee Schedule if pre-approved by the Director of Public Works."
  - b. No other adjustments to four (4) year contract. The fees will be the amount that is submitted in the proposal.
25. Will the City designate a disposal site within city limits for wood and green waste, or will contractors be required to haul and dispose of materials at their own expense?
- a. Refer to RFP, GP-7 and TP-10. Contractor is responsible for hauling. This service is included with the fees in the bid table.

**END OF Questions & Answers**