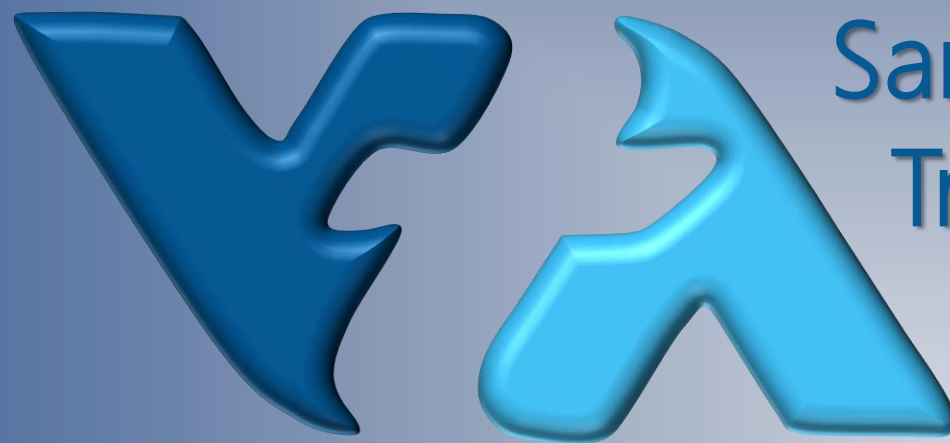


Welcome
to

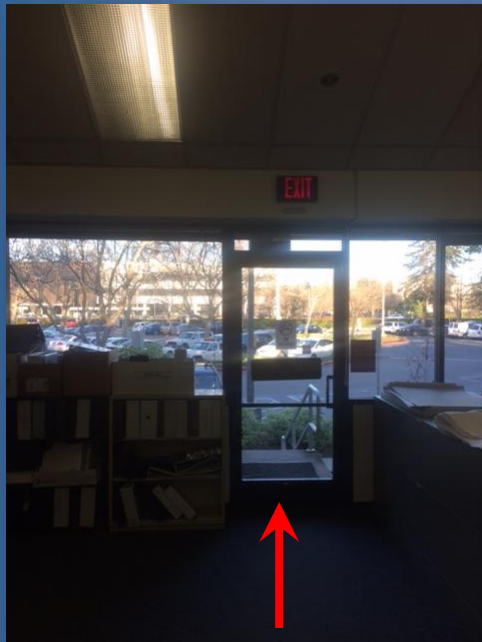


Santa Clara Valley
Transportation
Authority

Solutions that move you

Pre-Bid Meeting
for
Contract M19135
Landscaping Maintenance Services

➤ Emergency Exit



Step 1



Step 2



Step 3



Step 4

Building A



➤ Objective



CONTRACT TITLE

- Contract M19135 – Landscaping Maintenance Services

OBJECTIVE

- The purpose of this meeting to guide the Bidders through the Bid Documents so they can submit a “Responsive Bid”.
- Attendance of this meeting is not mandatory but highly recommended.

SITE TOUR

- A site tour will be held promptly following this Pre-Bid Meeting.

➤ Agenda of Meeting



➤ Introduction

Please ...

 **INTRODUCE** 
YOURSELF

1. Name
2. Designation, and
3. Company

➤ Get Registered



Sample

Step 1: Visit www.vta.org.

Step 2: Click “Doing Business with VTA”.

Step 3: Click “Get Registered”.

Step 5: Fill out form to create new account and get registered.



➤ View Solicitation



Sample

Browser address bar: <https://www.vta.org/>

Homepage | VTA

File Edit View Favorites Tools Help

About VTA
VTA is an independent special district that provides solutions that move you. Our vision is to innovate

Doing Business with VTA
VTA is open for business! Use the Business Center to register as a vendor, subscribe to notifications,

Work for VTA
The Santa Clara Valley Transportation Authority honors human diversity where people are

Doing Business with VTA

- View Solicitations**
See all open contracting opportunities, see upcoming contracts.
[VIEW](#)
- Get Registered**
Sign up for notifications about VTA contracting opportunities.
[REGISTER](#)
- Get Certified**
VTA's Business Diversity Programs certifies small, disadvantaged and other business enterprises.
[LEARN MORE](#)

Solicitation Search: Status: - Any - Category: - Any - [APPLY](#)

INVITATION FOR BID (IFB) ACTIVE DUE DATE: 12/17/2019 - 2:00 PM	REQUEST FOR PROPOSALS (RFP) ACTIVE DUE DATE: 01/03/2020 - 4:00 PM
M19135 - LANDSCAPING MAINTENANCE SERVICES Administrator: Kiet Vu	S19171 - HOMELESS ENCAMPMENT REMEDIATION Administrator: Carolyn Vargas

[REGISTER OR LOG IN TO DOWNLOAD](#)

M19135 - Landscaping Maintenance Services

INVITATION FOR BID (IFB) ACTIVE DUE DATE: 12/17/2019 - 2:00 PM

Solicitation ID: M19135 Administrator Contact: Kiet Vu NAICS Code: 561730 - Landscaping Services

Step 1: Visit www.vta.org.

Step 2: Click “Doing Business with VTA”.

Step 3: Click “View Solicitations”.

Step 4: Click Project Name.

Step 5: Register or Log-in to download.



Solutions that move you

➤ VTA Point of Contact



Name

- Kiet Vu

Designation

- Construction Contracts Administrator

Email

- Kiet.Vu@vta.org

Phone

- (408) 952-4122

Fax

- (408) 955-9729

Mailing Address

- 3331 North First Street, Building A
San Jose, CA 95134-1927

➤ Addenda and Q&A Sets



Q&A and RFI

- 1 Q&A Set issued as of today.
- As per **Section 1.11**, the deadline for submitting inquiries will be 2:00 PM, December 10, 2019, being five (5) working days before Bid Opening date.

ADDENDA

- 1 Addendum issued as of today.
- As per **Section 3.4**, Bid Opening will be at least five (5) working days after the issuance of the last addendum.

➤ Bid Opening



BID OPENING

- Date – Tuesday, December 17, 2019
- Time – 2:00 P.M. *(Please consider traffic)*
- Location - 3331 North First Street, Building A - Room A106, San José, California 95134-1927

Remember:

- **Section 1.4** states that *“All Bids shall be enclosed in a sealed envelope bearing the Contract number, the title of the Project, the date and hour of the Bid opening, and the name of the Bidder.”*
- **Section 3.11.1** states that *“Bids received after the Bid Opening will not be considered. A late Bid will be returned to the Bidder unopened.”*

SUBMISSION OF BID

- Bring your Bid package to the Lobby of **Building A**.
- It is recommended that your Bid package is **hand-carried**.
- Make sure your Bid package is **date and time stamped by VTA Receptionist** at the Front Desk.
- Bid Forms that are **not legible** will be considered Non-Responsive.

➤ Contractual Requirements



TIME FOR PERFORMANCE

- As per **Section 6.4**, the base term of the Contract is one year (the “Base Year”). The first day of the Base Year will commence on the date the Contract is executed.

SBE GOAL

- A Small Business Enterprise (“SBE”) participation goal has not been established for this Contract.
- This topic will be elaborated later in this meeting.

➤ License Requirements



LICENSES

- Contractor must, **at the time of Award**, possess current licenses in the following classifications issued by the California Department of Consumer Affairs, Contractors State License Board:

License: **Class A and C-27**

or Alternative 1: **C-27 and/or C-61/D-49**

- A combination of prime Contractor and subcontractor license is acceptable only when each subcontractor's scope of work is identified in **Bid Form 3** and each subcontractor is properly licensed at the time of Contract award.
- Regardless of whether a subcontractor must be identified at the time of Bid, each subcontractor must also be properly licensed to perform its scope of work.

➤ Bid Forms



BID FORMS

Your Bid package must contain 10 Bid Forms.

- **Bid Form 1:** Schedule of Quantities and Prices, Contractor Information
 - Base Year (10% of this amount is to be used for Bidder's Bond)
 - Option Year 1
 - Option Year 2
 - Option Year 3
 - Option Year 4
- **Total Bid Price** = Base Year + Option Year 1 + Option Year 2 + Option Year 3 + Option Year 4
- As per Section 2.3.2, the Contract will be awarded to the lowest responsive Bid and responsible Bidder ("Successful Bidder"), based on the "**Total Bid Price**".
- The Engineer's Estimate for the Work in this 5-year contract ranges from to **\$3,790,000 - \$5,450,000**.

➤ Bid Forms



BID FORMS

- **Bid Form 2**: Bidder's Bond (Minimum 10% of total amount for the Base Year)
 - Cash (not recommended)
 - Certified Check
 - Cashier's Check
 - Surety Company (Form must be acknowledged by a Notary)
- **Bid Form 3**: Designation of Subcontractors (0.5% of Total Bid Price or \$10,000, whichever is greater.)
- **Bid Form 4**: Listing of SBE Contractor or Subcontractors
- **Bid Form 5**: Supplemental Contractor and Subcontractor Information

➤ Bid Forms



BID FORMS

- **Bid Form 6**: Litigation Disclosure
(Disclose litigations within the last 5 years.)
- **Bid Form 7**: Certificate of Bidder
(Certify Division 5 Labor Code violation within the last 5 years.)
- **Bid Form 8**: Non-Collusion Declaration
(Declare no collusion.)
- **Bid Form 9**: Public Contract Code Statements
(Declare offences convicted of within the last 3 years.)
- **Bid Form 10**: References and Previous Experiences
(Minimum Experience Requirements and References)

➤ Contract Forms



CONTRACT FORMS

Winning Bidder

- Contract Form #1: Construction Agreement *
- Contract Form #2: Not Used
- Contract Form #3: Payment Bond *
- Contract Form #4: Listing of Subcontractors, Suppliers and Subconsultants
- Contract Form #5: Delegation of Authorized Representative

Notes: Contract Forms are not required at Bid Opening.

* Form must be acknowledged by a Notary.

➤ Insurance Requirements



INSURANCE REQUIREMENTS (Appendix A)

Winning Bidder

- **General Liability (GL): \$2M** (including umbrella/excess liability)
 - \$2M must be the GL primary policy limit per occurrence.
- **Automobile: \$1M** (including umbrella/excess liability)
 - \$1M must be the Automobile primary policy limit per occurrence.
- **Workers' Compensation: \$1M** per accident.
- **Contractor's Pollution Liability: \$2M** per occurrence.
- **Umbrella policies:** if used, must have Drop Down and Follow Form provisions, and effective date concurrent with underlying policies.

➤ Insurance Requirements



INSURANCE REQUIREMENTS (Appendix A)

- **Insurance Certificate**

- In the “Description of Operations” box, you must **refer to the Contract No. M19135 and the Project Title “Landscaping Maintenance Services”**.
- Must include copies of **all endorsements** required in Appendix A.
- Must disclose all **deductibles or self-insured retentions**.
- Deductibles **greater than \$50K** must be declared to and approved by VTA (Submit last three years’ Income Statement & Balance Sheet.)
- Any **exceptions** to Appendix A must be submitted with IFB response.
- Insurance must be in place and approved by VTA prior to contract **Notice To Proceed (NTP)**.
- The **renewal certificates** must be submitted to VTA within ten (10) business days from the expiration of insurance.

➤ Business Diversity



BUSINESS DIVERSITY

- Small Business Enterprise (SBE) Goal: **No specific goal**
- Acceptable SBE Registries:
<https://www.dot.ca.gov/programs/business-and-economic-opportunity/dbe-search>
<https://www.vta.org/obdp>
- Counting SBE Participation toward the Goal (**Appendix C**)
- **Bid Form 5** is to be submitted at the Bid Opening.
- Business Diversity Programs Phone Number
(408) 321-5962

➤ Contract Compliance



CONTRACT COMPLIANCE

PREVAILING WAGE REQUIREMENT

- Contract is subject to payment of wages on all covered work working on site in accordance with the General Prevailing Wage Rate published by the State of CA Department of Industrial Relations (DIR):
- California DIR Wage Determination Weblink
<https://www.dir.ca.gov/oprl/DPreWageDetermination.htm>
 - Take note of Pre-Determined Increases on crafts with (**)
- Prime Contractor and Subcontractors must be registered with the CA Department of Industrial Relations at
<https://www.dir.ca.gov/Public-Works/Contractor-Registration.html>
- All Contractor licenses must be current.

➤ Project Details

DESCRIPTION OF WORK

For purposes of this Contract, the Work consists of furnishing all labor, materials, tools, equipment, services, supervision, and incidentals necessary to (a) maintain the landscape(s) in an attractive condition; (b) maintain the irrigation systems in effective working order; and (c) perform weed abatement as needed, throughout the Contract term for all locations identified in these Contract Documents.

The Contract is for one Base year with four 1-year options.

The Work will be conducted within an operating rail yard and adjacent to and within existing shop facilities. This Work will be subject to restrictions to ensure safety and the continuing operations of the yard and shop and the light rail system.

The Engineer's Estimate for the Work in this 5-year contract ranges from to **\$3,790,000 - \$5,450,000.**

➤ Questions and Answers



Our pleasure to
answer any
of your questions ...

Agenda

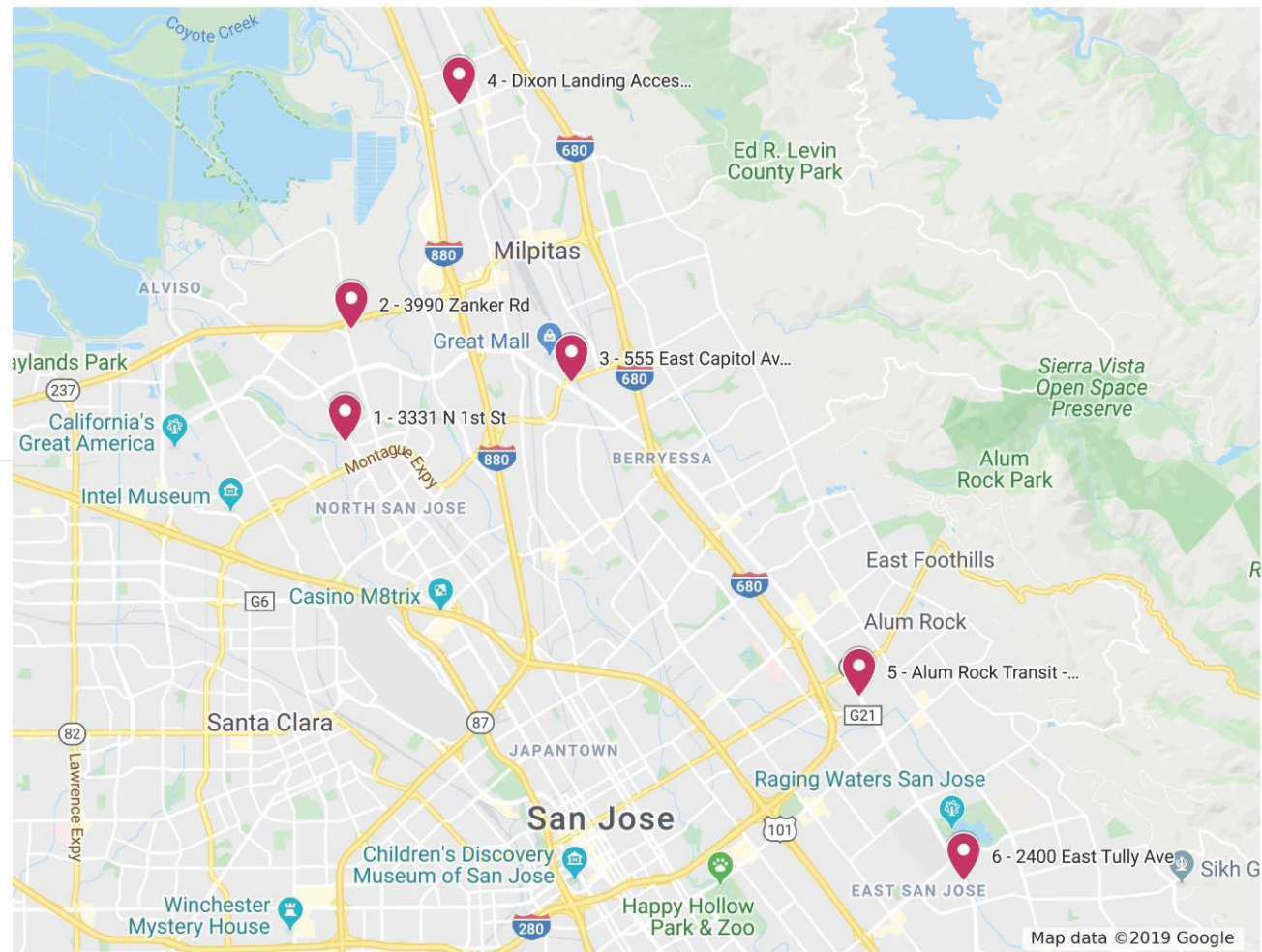
➤ Site Tour Maps



VTA Landscape Contract Site Tour

Landscape Site Tour

- 1 - 3331 N 1st St
- 2 - 3990 Zanker Rd
- 3 - 555 East Capitol Ave
- 4 - Dixon Landing Access Road
- 5 - Alum Rock Transit - Alum Rock @ Nuestra Castillo Ct.
- 6 - 2400 East Tully Ave



Agenda

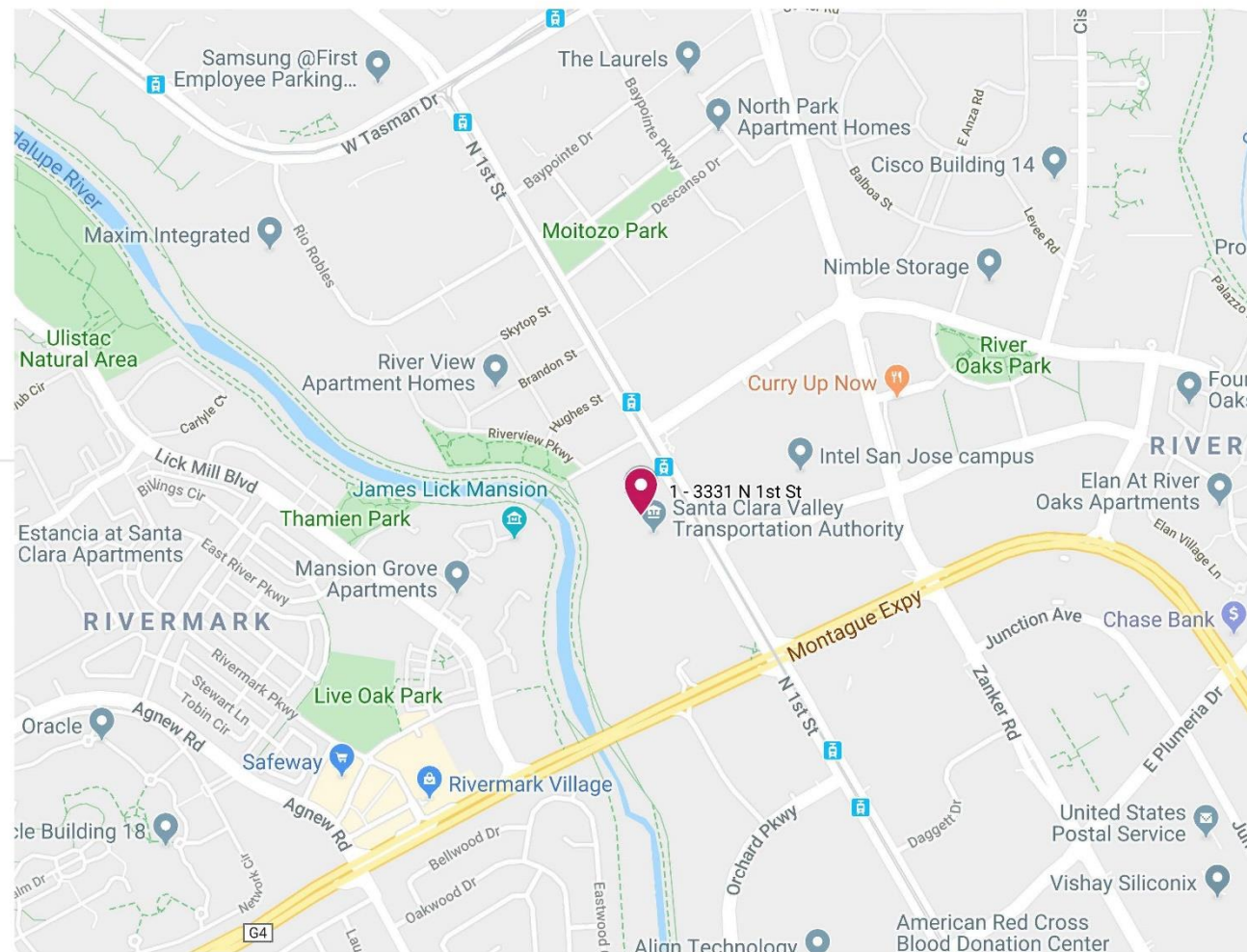
➤ Site Tour Maps



VTA Landscape Contract Site Tour - Site 1 River Oaks Campus

Landscape Site Tour

- 1 - 3331 N 1st St
- 2 - 3990 Zanker Rd
- 3 - 555 East Capitol Ave
- 4 - Dixon Landing Access Road
- 5 - Alum Rock Transit - Alum Rock @ Nuestra Castillo Ct.
- 6 - 2400 East Tully Ave



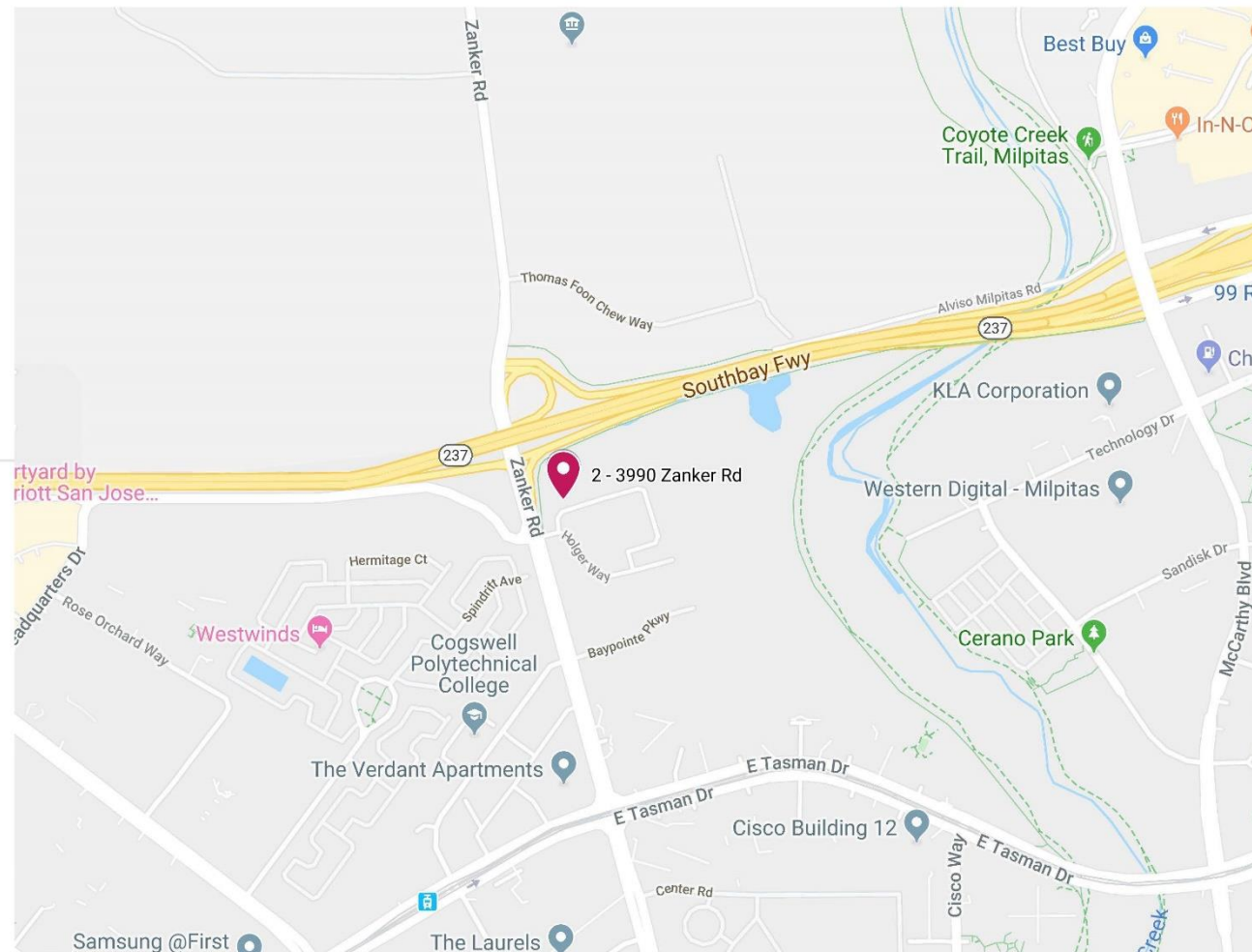
➤ Site Tour Maps



VTA Landscape Contract Site Tour - Site 2 - Cerone Division

Landscape Site Tour

- 1 - 3331 N 1st St
- 2 - 3990 Zanker Rd
- 3 - 555 East Capitol Ave
- 4 - Dixon Landing Access Road
- 5 - Alum Rock Transit - Alum Rock @ Nuestra Castillo Ct.
- 6 - 2400 East Tully Ave



Agenda

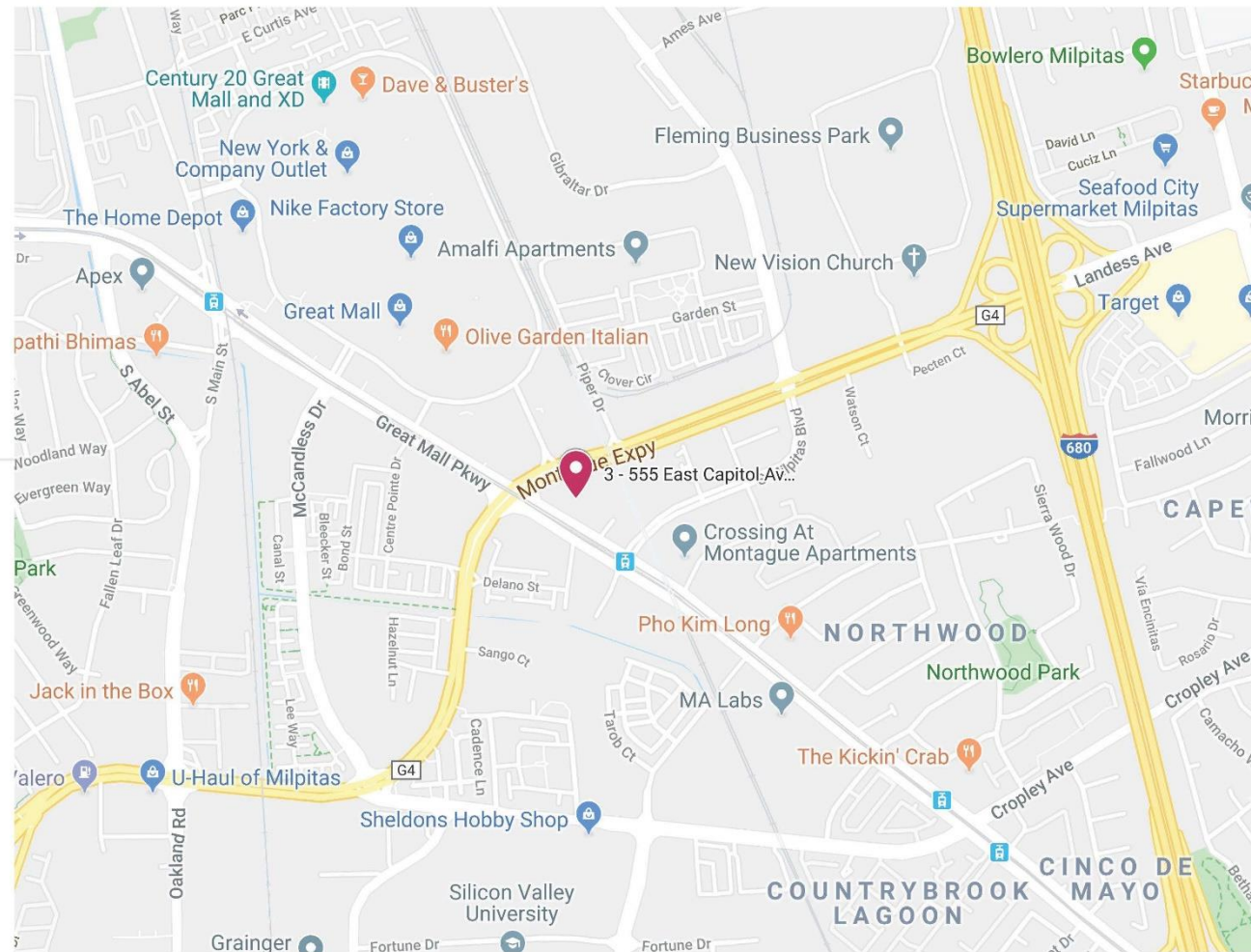
➤ Site Tour Maps



VTA Landscape Contract Site Tour - Site 3 Milpitas BART Station

Landscape Site Tour

- 1 - 3331 N 1st St
- 2 - 3990 Zanker Rd
- 3 - 555 East Capitol Ave
- 4 - Dixon Landing Access Road
- 5 - Alum Rock Transit - Alum Rock @ Nuestra Castillo Ct.
- 6 - 2400 East Tully Ave



Agenda

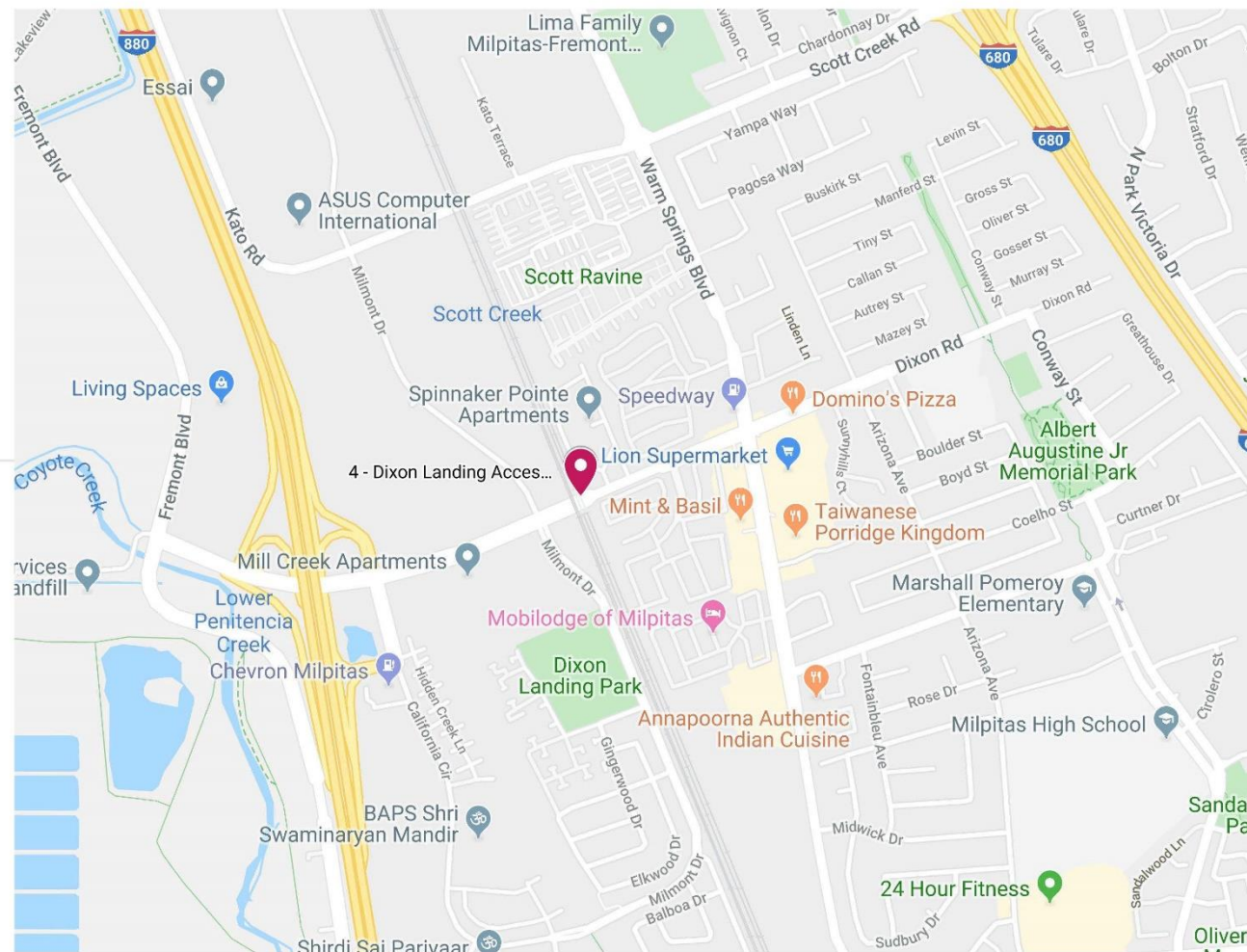
➤ Site Tour Maps



VTA Landscape Contract Site Tour - Site 4 BART Access Road

Landscape Site Tour

- 1 - 3331 N 1st St
- 2 - 3990 Zanker Rd
- 3 - 555 East Capitol Ave
- 4 - Dixon Landing Access Road
- 5 - Alum Rock Transit - Alum Rock @ Nuestra Castillo Ct.
- 6 - 2400 East Tully Ave



Agenda

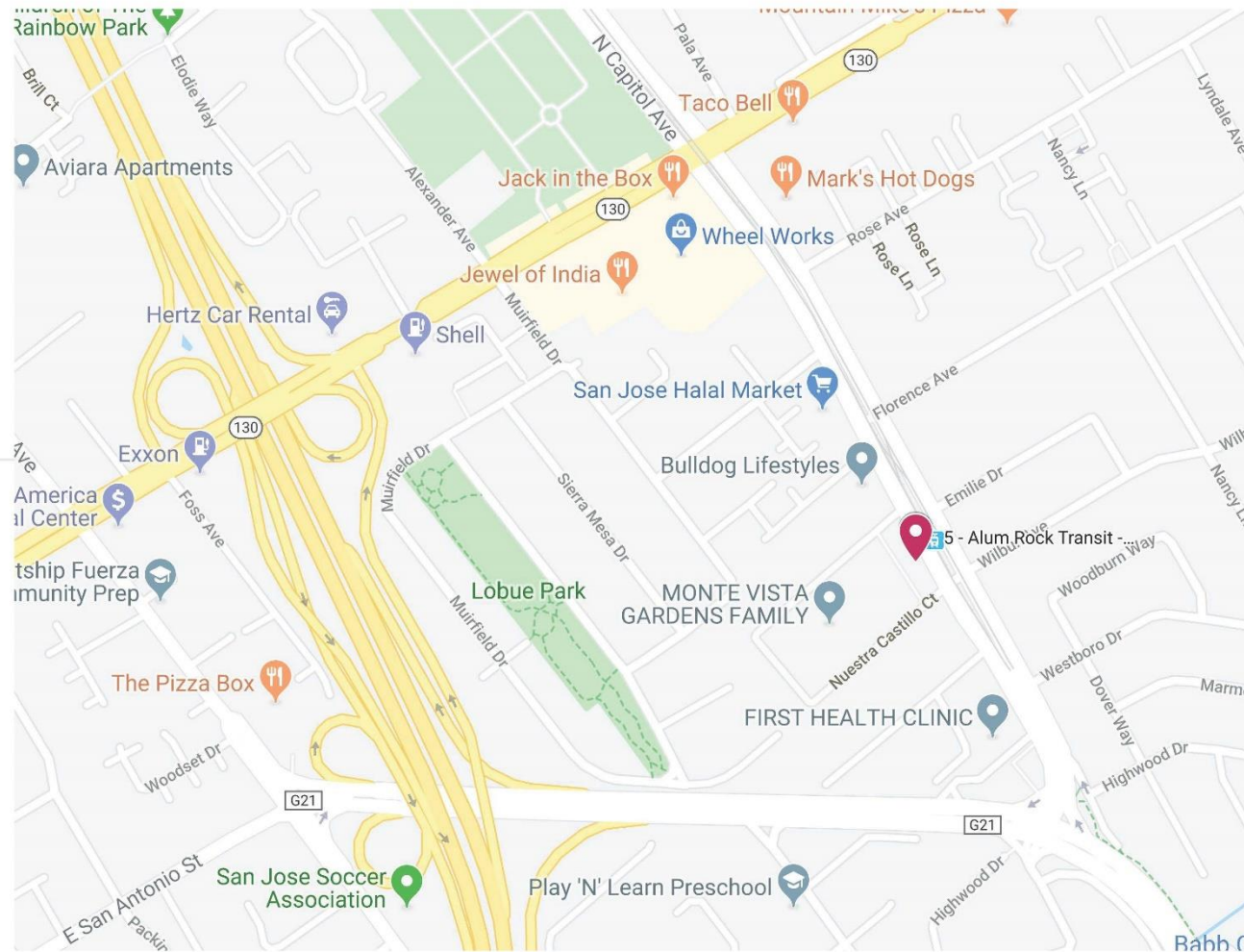
➤ Site Tour Maps



VTA Landscape Contract Site Tour - Site 5 Alum Rock Transit Cntr

Landscape Site Tour

- 1 - 3331 N 1st St
- 2 - 3990 Zanker Rd
- 3 - 555 East Capitol Ave
- 4 - Dixon Landing Access Road
- 5 - Alum Rock Transit - Alum Rock @ Nuestra Castillo Ct.
- 6 - 2400 East Tully Ave



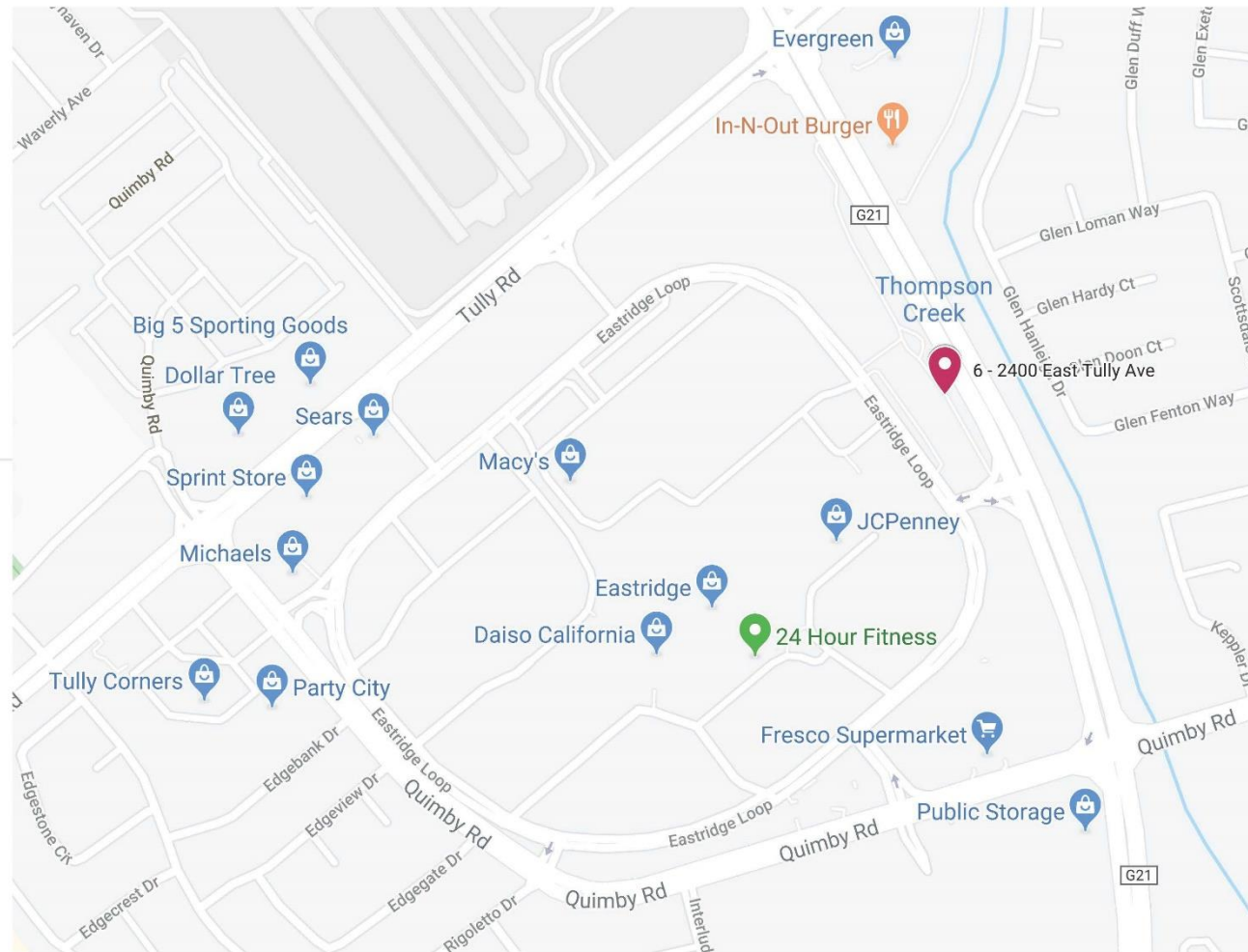
➤ Site Tour Maps



VTA Landscape Contract Site Tour - Site 6 Eastridge Transit Cntr

Landscape Site Tour

- 1 - 3331 N 1st St
- 2 - 3990 Zanker Rd
- 3 - 555 East Capitol Ave
- 4 - Dixon Landing Access Road
- 5 - Alum Rock Transit - Alum Rock @ Nuestra Castillo Ct.
- 6 - 2400 East Tully Ave



PRE-BID MEETING & SITE TOUR SIGN-IN

December 4, 2019

CONTRACT M19135

LANDSCAPING MAINTENANCE SERVICES

NAME (Please print)	ORGANIZATION	PHONE	EMAIL ADDRESS	SITE TOUR (Yes / No)
KIET VU	VTA	408-952-4122	Kiet.Vu@vta.org	No
PAUL ARGUELLES	XL Landscape Development	916-305-4245	parquelles@XLlandscape.com	yes
Jessica Chan	new image landscape	510-309-8141	jchan@newimagelandscape.com	yes
Olga Medina	VTA	408 321 7534	olga.medina@vta.org	no
FRANCO DE CASTRO	VTA	408 321 5788	FRANCO.DECASTRO@VTA.ORG	NO
TOM ELLINGTON	BAYSCAPE	408 288 2940	TOMR@BAYSCAPE.NET	NO
Tomy Macias	Bayscape	408.288.2940	TomyM@Bayscape.net	YES
MICHAEL BATES	VTA	408-748-4027	MICHAEL.BATES@VTA.ORG	YES
Greg Beatese	VTA	X 7061	greg.beatese@vta.org	NO
Marcelo Palacios	XL Landscape		Mpalacios@xllandscape.com	YES
FRANCO, LONELL	VTA	X 7788	LONELL.FRANCO@VTA.ORG	YES
Remi Awosanya	VTA	X 5981	remi.awosanya@vta.org	NO
Chequita McCullough	Bright View	408 223-5962	Chequita.mccullough@brightview.com	Yes



PRE-BID MEETING & SITE TOUR SIGN-IN

December 4, 2019

CONTRACT M19135
LANDSCAPING MAINTENANCE SERVICES

NAME (Please print)	ORGANIZATION	PHONE	EMAIL ADDRESS	SITE TOUR (Yes / No)
HECTOR WONG	NEW IMAGE LANDSCAPE	510 993 7735	hwong@newimagelandscape.com	YES
Jairo Garcia	Foster Kroeger	415 3566684	Raul@Foster-Kroeger.com	
Dante White	VTA	408-836-7122	Dante.White@vta.org	YES