



MARK PESTRELLA, Director

**COUNTY OF LOS ANGELES**  
**DEPARTMENT OF PUBLIC WORKS**

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE

April 01, 2025

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**WATER RESOURCES CORE SERVICE AREA**  
**AWARD OF SERVICE CONTRACT**  
**LANDSCAPE MAINTENANCE SERVICES FOR WEST AREA**  
**(SUPERVISORIAL DISTRICTS 1, 3, AND 5)**  
**(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to award a Proposition A service contract to J. Orozco Enterprises, Inc., dba Orozco Landscape and Tree Company, a Local Small Business Enterprise, for landscape maintenance services to maintain various locations within the west maintenance area of Los Angeles County.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the contract work is categorically exempt from the provisions of the California Environmental Quality Act for the reasons stated in this Board letter.
2. Find that these services can be more economically performed by an independent contractor than by County employees.
3. Award and direct the Chair of the Board to execute the contract to J. Orozco Enterprises, Inc., dba Orozco Landscape and Tree Company, a Local Small Business Enterprise, for landscape maintenance services in the west area. This contract will be for a period of 1 year with four 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential contract term of 66 months and a maximum potential contract sum of \$6,493,579.
4. Delegate authority to the Director of Public Works or his designee to renew the contract for each

additional renewal option and extension period if, in the opinion of the Director of Public Works or his designee, J. Orozco Enterprises, Inc., dba Orozco Landscape and Tree Company, has successfully performed during the previous contract period and the services are still required, to approve and execute amendments to incorporate necessary changes within the scope of work, and to suspend and/or terminate the contract for convenience if it is in the best interest of the County to do so.

5. Delegate authority to the Director of Public Works or his designee to annually increase the contract amount up to an additional 10 percent of the annual contract sum, which is included in the maximum potential contract sum for unforeseen additional work within the scope of the contract if required, in accordance with County policy and the terms of the contract.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to award a contract to provide landscape and grounds maintenance services to maintain various Flood Control District facilities within the west maintenance areas of the County of Los Angeles. The work to be performed will consist of trimming and care of trees; cutting seeded grass and wildflowers, shrubbery, and vines; weed and litter control; operation and management of irrigation systems; and other landscape maintenance-related work, including on-call services. Regular landscape maintenance in flood control facilities enhances water management, reduces erosion, and promotes healthier ecosystems, ultimately benefiting the surrounding communities by safeguarding infrastructure and improving resilience against flooding.

### **Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: North Star 2, Foster Vibrant and Resilient Communities, Focus Area Goal E, Economic Health, Strategy ii, Small Businesses; and North Star 3, Realize Tomorrow's Government Today, Focus Area Goal D, Streamlined and Equitable Contracting and Procurement, Strategy ii, Modernize Contracting and Procurement, and Focus Area Goal G, Internal Controls and Processes, Strategy ii, Manage and Maximize County Assets. The recommended actions support ongoing efforts to manage and improve public infrastructure assets by contracting with the contractor who has the expertise to provide these services accurately, efficiently, timely, and in a responsive manner, which will support Public Works in meeting these goals.

### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund.

The contract will be for a period of 1 year with four 1-year renewal options and a month to month extension up to 6 months for a maximum contract period of 66 months and a maximum potential contract sum of \$6,493,579. The total maximum potential contract sum includes additional funding for disposal fees and reimbursement for replacement parts and materials, and 10 percent of the annual contract sum for unforeseen additional work within the scope of the contract. Any unused authorized amounts up to 25 percent from the previous contract terms will be applied to subsequent renewal terms. The annual contract sums for each term, if all renewal options are exercised, are as follows:

The sum for the initial term is \$684,376.

The sum for the first option term is \$779,436.

The sum for the second option term is \$853,574.

The sum for the third option term is \$919,465.

The sum for the fourth and final option term is \$990,502.

The sum for the month-to-month option to extend up to 6 months is \$495,251.

Funding for these services is included in the Internal Service Fund (B04 – Services and Supplies) Fiscal Year 2024-25 Budget, which will be reimbursed by the Flood Control District Fund (B07 – Services and Supplies). When the need arises for services under this contract, financing the required services will be from the appropriate fund source. Total annual expenditure for these services, however, will not exceed the contract's amount approved by the Board. Funds to finance the contract's optional years, disposal fees, parts and material replacement reimbursements, and 10 percent additional funding for contingencies will be requested through the annual budget process.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

County Counsel has approved the recommended contract, which has been executed by J. Orozco Enterprises, Inc., dba Orozco Landscape and Tree Company (Enclosure A). The recommended contract was solicited on an open-competitive basis and is in accordance with applicable Federal, State, and County requirements. This contract will commence on April 1, 2025, or upon the Board's approval, whichever occurs last, for a period of 1 year with four 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential contract term of 66 months. The County may also authorize an extension of time to the contract's maximum potential term not to exceed 180 days with no additional funding.

The current contract is extended until September 27, 2025, but will expire upon award and execution of this contract. The award of this contract will continue the current services by the recommended contractor, which is the current contractor providing these services.

A standard service contract was used that contains terms and conditions in compliance with the Board's ordinances, policies, and programs. Enclosure B reflects the proposer's utilization participation and Community Business Enterprise program information. Data regarding the proposer's minority participation is on file with Public Works. The contractor was selected upon final analysis and consideration without regard to race, creed, gender, or color.

This work is being contracted in accordance with procedures authorized under County Charter, Section 44.7, Part 3, and Chapter 2.121 (Contracting with Private Business) of the Los Angeles County Code. The mandatory requirements for contracting set forth in the Los Angeles County Code, Section 2.121.380, have been met.

The recommended contractor has agreed to pay its employees the current Living Wage Rate approved by the Board on December 1, 2015, and to comply with the County's Living Wage reporting requirements. The County's Proposition A and Living Wage Ordinance provisions apply to this proposed contract as County employees can perform these contracted services. The contract complies with all the requirements of the Los Angeles County Code, Section 2.201. In addition, the recommended contractor understands and agrees that the contracted work involves Public Works as defined by Section 1720 of the California Labor Code. The recommended contractor represents and warrants that they will perform the contracted work in full compliance with the applicable provisions of the Labor Code relating to payment of prevailing wages.

Using methodology approved by the Auditor-Controller, the Proposition A cost analysis indicates that the recommended contracted services can be performed more economically by the private sector.

## **ENVIRONMENTAL DOCUMENTATION**

These services are categorically exempt from the provisions of the California Environmental Quality Act. These services are within a class of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15301 (h) of the California Environmental Quality Act Guidelines and Class 1, Subsection (j) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G.

In addition, the contract work involves trimming and care of trees; cutting seeded grass and wildflowers, shrubbery, and vines; weed and litter control; operation and management of irrigation systems; and other landscape maintenance-related work, including on-call services at various flood control facilities located within the western portions of Los Angeles County, which will comply with all applicable regulations. There are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code Section 65962.5, or indications that this activity may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable based on the records of the activity.

## **CONTRACTING PROCESS**

In 2014, 2016, 2019, and 2021, the enclosed notices of the Request for Statement of Qualifications (RFSQ) were placed on the County's "Doing Business with Los Angeles County" website (Enclosure C), "Do Business with Public Works" website, X (formerly Twitter), and advertisements were placed in the Los Angeles Daily Journal, Los Angeles Sentinel, and La Opinión. Public Works also informed all registered Local Small Business Enterprises, Disabled Veteran Business Enterprises, Social Enterprises, Community Business Enterprises, independent contractors, various business development centers, and municipalities about this business opportunity. The RFSQ is currently open continuous.

The Statement of Qualifications were first reviewed to ensure they met the mandatory requirements outlined in the RFSQ and were then evaluated by an evaluation committee consisting of Public Works staff utilizing the informed averaging methodology for applicable criteria. The committee's evaluation was based on criteria described in the RFSQ, including experience, work plan, financial resources, performance history/ references, and demonstrated controls over labor/payroll recordkeeping. Based on this evaluation from 2014 to present, 11 statements received a passing score and were placed on the Qualified Contractors List.

On January 8, 2024, Public Works issued an Invitation for Bids soliciting bids from the responsive and responsible vendors on the Qualified Contractors List. Public Works notified the applicable union of this solicitation.

On April 3, 2024, three bids were received. The bids were evaluated based on the price category. Based on this evaluation, it is recommended that this contract be awarded to the lowest cost, responsive and responsible contractor, J. Orozco Enterprises, Inc., dba Orozco Landscape and Tree Company, a Local Small Business Enterprise.

Public Works has accessed available resources to review and assess the proposed contractor's past performance, history of Labor Law violations, and prior performance on County contracts.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The award of this contract will continue the services without disruption to the public and will not result in the displacement of any County employee as these services are presently contracted with the private sector.

**CONCLUSION**

Please return one adopted copy of this Board letter to Public Works, Stormwater Maintenance Division.

Respectfully submitted,



MARK PESTRELLA, PE

Director

MP:JG:mg

Enclosures

c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office, Board of Supervisors  
Internal Services (Contracts Division)

AGREEMENT FOR  
LANDSCAPE MAINTENANCE SERVICES – WEST AREA

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and J. Orozco Enterprises, Inc., dba Orozco Landscape and Tree Company, a California Corporation, a California Corporation, located at 1419 S. East End Avenue, Pomona, CA 91766, (hereinafter referred to as CONTRACTOR). COUNTY and CONTRACTOR are each a Party and collectively referred to as the Parties.

WITNESSETH

FIRST: The CONTRACTOR, for the consideration hereinafter set forth and the acceptance by the Board of Supervisors (Board) of said COUNTY of the CONTRACTOR'S Bid Submission filed with the COUNTY on April 3, 2024, hereby agrees to provide services as described in this Contract for Landscape Maintenance Services – West Area.

SECOND: This AGREEMENT, together with Exhibit A.1, Scope of Work; Exhibit A.2, Schedule of Prices; Exhibit A.3, Staffing Plan and Cost Methodology; Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program; Exhibit F.1, Performance Requirements Summary; Exhibit G.1, Bid Submission Instructions; Exhibit H, Tree Trimming Specifications; Exhibit I, Maps; Exhibit J, Trash Disposal, Green Waste Recycling, and Mulch Use Report; and Exhibit K, On-Road Diesel-Fueled Vehicles Emissions Inventory Reporting Form; the CONTRACTOR'S Statement of Qualifications and Bid Submission, all attached hereto; the Request for Statement of Qualifications (RFSQ) including Exhibits thereto; Addenda to the RFSQ, and the Invitation for Bids (IFB) and Addenda thereto, all of which are incorporated herein by reference, are agreed by the COUNTY and the CONTRACTOR to constitute the Contract.

THIRD: The COUNTY agrees, in consideration of satisfactory performance of the foregoing services in strict accordance with the Contract specifications to the satisfaction of the Director, to pay the CONTRACTOR pursuant to the Schedule of Prices set forth in the Proposal and attached hereto as Forms PW-2.1 through PW-2.6, an amount not to exceed the maximum potential contract sum of \$3,795,429 for the entire contract period or such greater amount as the Board may approve (Maximum Contract Sum). The sum for the initial term is \$684,376; the sum for the first optional term is \$779,436; the sum for the second optional term is \$853,574; the sum for the third optional term is \$919,465; the sum for the fourth and last optional term is \$990,502; and a month-to-month extension up to 6 months at the PW-2.6 rates for \$495,251.

FOURTH: This Contract's initial term will be for a period of 1 year commencing on April 1, 2025, or upon the Board's approval, whichever occurs last. The COUNTY will have the sole option to renew this Contract term for up to four additional 1-year periods and six month-to-month extensions, for a maximum total Contract term of 5 years and 6 months. Each such option will be exercised at the sole discretion of the COUNTY. The COUNTY, acting through the Director, may give a written notice of intent to renew this Contract at least 10 days prior to the end of each term. At the sole discretion of the

COUNTY, in lieu of renewing the Contract for the full 1 year, this Contract may be renewed on a month-to-month basis, upon written notice to the CONTRACTOR at least 10 days prior to the end of a term. Further, in accordance with Section 2.A.3 of Exhibit B, Service Contract General Requirements, the COUNTY may, at its sole discretion, authorize extensions of time to the Contract's term, to the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, provided the aggregate of all such extensions during the life of this Contract will not exceed 180 days. The Director will provide a written notice of nonrenewal at least 10 days before the last day of any term, in which case this Contract will expire as of midnight on the last day of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal.

FIFTH: The CONTRACTOR will bill monthly in arrears, for the work performed during the preceding month. Work performed will be billed at the hourly or unit rates quoted in Schedule of Prices Forms PW-2.1 through PW-2.6.

SIXTH: Public Works will make payment to the CONTRACTOR within 30 days of receipt and approval of a properly completed and undisputed invoice. However, should the CONTRACTOR be certified by the COUNTY as a Local Small Business Enterprise, payment will be made in accordance with Board of Supervisors Policy No. 3.035, Small Business Liaison and Prompt Payment Program. Each invoice must be in triplicate (original and two copies) and must itemize the work completed. The invoices must be submitted to:

Los Angeles County Public Works  
Attention Fiscal Division, Accounts Payable  
P.O. Box 7508  
Alhambra, CA 91802-7508

SEVENTH: In no event will the aggregate total amount of compensation paid to the CONTRACTOR exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

EIGHTH: The CONTRACTOR understands and agrees that only the designated Public Works Contract Manager is authorized to request or order work under this Contract. The CONTRACTOR acknowledges that the designated Contract Manager is not authorized to request or order any work that would result in the CONTRACTOR earning an aggregate compensation in excess of this Contract's Maximum Contract Sum.

NINTH: The CONTRACTOR must not perform or accept work requests from the Contract Manager or any other person that will cause the Maximum Contract Sum of this Contract to be exceeded. The CONTRACTOR must monitor the balance of this Contract's Maximum Contract Sum. When the total of the CONTRACTOR'S paid invoices, invoices pending payment, invoices yet to be submitted, and ordered services reaches 75 percent of the Maximum Contract Sum, the CONTRACTOR must immediately notify the Contract Manager in writing. The CONTRACTOR must send written notification to the Contract Manager when this Contract is within 6 months from expiration of the term as provided for hereinabove.

TENTH: No cost-of-living adjustment will be granted for the optional renewal periods.

ELEVENTH: In the event that terms and conditions, which may be listed in the CONTRACTOR'S Proposal, conflict with the COUNTY'S specifications, requirements, and terms and conditions as reflected in this AGREEMENT including, but not limited to, Exhibits A through K, inclusive, the COUNTY'S provisions will control and be binding.

TWELFTH: In the event that there are discrepancies in the work requirements between the Scope of Work from the RFSQ document and this IFB's Scope of Work resulting from the RFSQ (2014 SQPA001 - Formerly 2014 PA039), per the sole discretion of the Contract Manager, the higher requirements shall prevail and be binding.

THIRTEENTH: The CONTRACTOR agrees in strict accordance with the Contract specifications and conditions to meet the COUNTY'S requirements.

FOURTEENTH: This Contract constitutes the entire agreement between the COUNTY and the CONTRACTOR with respect to the subject matter of this Contract and supersedes all prior and contemporaneous agreements and understandings. This CONTRACT may be signed by the Parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or e-mail electronic signatures. Each executed counterpart will be deemed an original. All counterparts, taken together, constitute the executed Agreement.

The Parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format will be legal and binding and will have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. Contractor and County (i) agree that an electronic signature, whether digital or encrypted, of a Party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile, or electronic mail, or other electronic means, (iii) are aware that the other Party will rely on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all Parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 (E-SIGN) and California Uniform Electronic Transactions Act (UETA)(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, e-mail or other electronic means will constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Chairman of said Board and the seal of said Board to be affixed and attested by the Clerk thereof, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Chair, Board of Supervisors

ATTEST:

EDWARD YEN  
Executive Officer of the  
Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By   
Deputy

Margaret Ambrose  
Type/Print Name

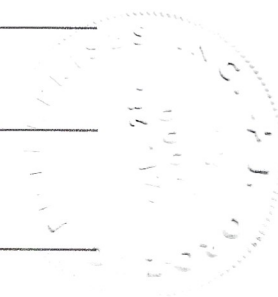
J. OROZCO ENTERPRISES, INC. DBA  
OROZCO LANDSCAPE AND TREE  
COMPANY

By   
Its President

Jose J. Orozco  
Type/Print Name

By   
Its Secretary

Jose J. Orozco  
Type/Print Name



# ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Los Angeles )

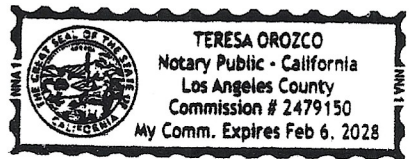
On 12-18-2024 before me, Teresa Orozco, Notary Public  
(insert name and title of the officer)

personally appeared Jose J. Orozco  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Teresa Orozco (Seal)



**PROPOSERS' UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION  
FOR LANDSCAPE MAINTENANCE SERVICES - WEST AREA**

**SELECTED FIRMS**

	Proposer Name (Prime with subcontractors* listed below)	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority-Owned	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	LGBTQQ-Owned Business Enterprise
1	<b>J. Orozco Enterprises, Inc., DBA: Orozco Landscape and Tree Co.</b>	YES	YES	NO	NO	NO	NO	NO	NO
*	<b>Golden West Arbor Services, Inc.</b>	YES	YES	NO	NO	NO	NO	NO	NO

\*only subcontractors with Utilization Participation are listed.

**NON-SELECTED FIRMS**

	Proposer Name	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority-Owned	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	LGBTQQ-Owned Business Enterprise
1	<b>Oakridge Landscape, Inc.</b>	NO	NO	NO	NO	NO	NO	NO	NO
2	<b>Parkwood Landscape Maintenance Inc.</b>	NO	NO	NO	NO	NO	NO	NO	NO

FIRM INFORMATION**		J. Orozco Enterprises, Inc., DBA: Orozco Landscape and Tree Co.	Oakridge Landscape, Inc.	Parkwood Landscape Maintenance Inc.
BUSINESS STRUCTURE		Corporation	Corporation	Corporation
CULTURAL/ETHNIC COMPOSITION		NUMBER/% OF OWNERSHIP		
OWNERS/PARTNERS	Black/African American	0	0	0
	Hispanic/Latino	1/100%	1/10%	0
	Asian or Pacific Islander	0	0	0
	Native American	0	0	0
	Subcontinent Asian	0	0	0
	White	0	1/90%	2/100%
	<b>TOTAL</b>	1	2	2
	<i>Female (included above)</i>	0	0	0
COUNTY CERTIFICATION				
CBE		N/A	N/A	N/A
LSBE		Y	N/A	N/A
OTHER CERTIFYING AGENCY		DGS: Department of General Services	N/A	N/A

\*\* Information provided by bidders in response to the Invitation for Bids. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

## ENCLOSURE C

## Bid Detail Information

**Bid Number :** PW-ASD940  
**Bid Title :** RFSQ Landscape and Grounds Maintenance Services (2014 SQPA001 – FORMERLY 2014-PA039)  
**Bid Type :** Service  
**Department :** Public Works  
**Commodity :** GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.  
**Open Date :** 12/4/2014  
**Closing Date :** Continuous  
**Bid Amount :** \$ 0  
**Bid Download :** Not Available

**Bid Description :** PLEASE TAKE NOTICE that Public Works requests Statement of Qualifications for Landscape and Grounds Maintenance Services (2014-PA039). The purpose of this solicitation is to establish a qualified list of contractors that can perform work when the County anticipates the need for landscape and grounds maintenance services. The Request for Statement of Qualifications (RFSQ) with contract specifications, forms, and instructions for preparing and submitting proposals may be accessed at <http://dpw.lacounty.gov/asd/contracts> or may be requested from Mr. Eric Fong at (626) 458 4077 or [erfong@dpw.lacounty.gov](mailto:erfong@dpw.lacounty.gov), Monday through Thursday, 7 a.m. to 5 p.m.

PLEASE CHECK THE WEBSITE FREQUENTLY FOR ANY CHANGES TO THIS SOLICITATION. ALL ADDENDA AND INFORMATIONAL UPDATES WILL BE POSTED AT <http://dpw.lacounty.gov/asd/contracts>.

Minimum Requirement(s): Proposers must meet all minimum requirements set forth in the RFSQ document including, but not limited to:

1. Proposer must have a minimum of three years of experience providing landscape maintenance services. Subcontracting is not allowed to meet this requirement.
2. Proposer must submit a copy of a valid and active State Contractor's Class C-27 (Landscaping Contractor) license. Subcontracting is not allowed to meet this requirement.
3. Proposer and/or its subcontractor(s) employee must submit a copy of a valid and active arborist and/or horticulturist certification.
4. Proposer and/or its subcontractor(s) must submit a copy of a valid and active State of California Department of Pesticide Regulation Pest Control Business license.
5. Proposer and/or its subcontractor(s) employee must submit a copy of a valid and active State of California Qualified Applicator license.

Once the need to utilize the contractor's services is identified, Public Works will send out a Bid Request to all qualified contractors with a specific work description, price sheets, and may include additional requirements for the bids to be considered responsive and responsible. Some of the requirements may include, but are not limited to, submission of a sealed bid prior to an established deadline, additional licenses/certificates, and/or additional experience and equipment requirements.

Please note that there will be a Mandatory Proposers' Conference for this Request for Statement of Qualifications (RFSQ) on Monday, April 10, 2017, 8:30 a.m. at Public Works Headquarters, 900 South Fremont Avenue, Alhambra, California 91803, in Conference Room B. ATTENDANCE BY THE PROPOSER OR AN AUTHORIZED REPRESENTATIVE AT THE CONFERENCE IS MANDATORY. However, those Proposers who attended the previous Proposers' Conference on December 16, 2014, or June 11, 2015 are not required to attend this Proposers' Conference. Public Works will reject proposers whose attendance cannot be verified at either the December 16, 2014, June 11, 2015, or April 10, 2017 Proposers' Conference.

Attendees should be prepared to ask questions at that time about the specifications, proposal requirements, and contract terms. After the conference, Proposers must submit questions in writing and request information for this solicitation within three business days from the date of the conference.

This solicitation will remain open continuously at the discretion of the County. The RFSQ Proposers' Mandatory Conference may be offered annually or as needed depending on the needs of the County.

Please note that the Qualified Contractor List may be utilized by other County departments and/or special districts of the County for their solicitation needs.

This RFSQ process may take several weeks to process before a vendor is added to the Qualified

## ENCLOSURE C

Contractors List. Therefore, it is imperative that Proposers return all Statement of Qualifications material no later than April 24, 2017.

Statement of Qualifications received after this date will be reviewed in the order they are submitted to Public Works based on the time indicated by the Public Works cashier time stamp, which may delay your firm's addition to the Qualified Contractors List.

**Amendment Date : 5/19/2015** Information update 1

**Download Available** Info Update 1 - Conference Reopening

PDF 26.67 K [InfoUpdate1.pdf](#)

**Contact Name :** Eric Fong

**Contact Phone# :** (626) 458-4077

**Contact Email :** [erfong@dpw.lacounty.gov](mailto:erfong@dpw.lacounty.gov)

**Last Changed On :** 3/21/2017 10:48:55 AM

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