CITY OF INGLEWOOD, CALIFORNIA

REQUEST FOR PROPOSAL

PRESSURE WASHING SERVICES/BUS SHELTER CLEANING

RFP-0124

PROPOSALS DUE:

FEBRUARY 6, 2019

AT

11:00 AM

AT THE PURCHASING AND CONTRACTS SERVICES DIVISION
LOCATED ON THE 8TH FLOOR OF INGLEWOOD CITY HALL
ONE MANCHESTER BLVD.
INGLEWOOD, CA 90301

CONTACT PERSON DURING PROPOSAL PERIOD:
MICHAEL TATE PURCHASING AND CONTRACT SERVICERS MANAGER
(310) 412-5266

RFP-0124

TABLE OF CONTENTS

Page

1. INVITATION TO SUBMIT PROPOSALS 3
2. INSTRUCTIONS TO PROPOSERS 4
3. INTRODUCTION 5
4. BACKGROUND 5
5. QUALIFICATIONS 5
6. SCOPE OF SERVICES 6
7. BEST MANAGEMENT PRACTICES (BMP) 11
8. LIST OF BUS STOPS,TYPE ,LOCATIONS,SERVICE 14
9. PROPOSAL AND STATEMENT PAGES 23
10. CONTENTS OF PROPOSALS 34
11. QUESTIONS CONCERNING PROPOSAL 37
12. SUBMISSION OF PROPOSAL 37
13. EVALUATION AND SELECTION PROCESS 38
14. GENERAL PROVISIONS 39
15. DECLARATION FOR THE PROPOSER 45
16. EXTENSION OF CONTRACT TO OTHER PUBLIC AGENCIES 46
17. NON-COLLUSION DECLARATION 47
18. NO PROPOSAL FORM 48

RFP-0124

CITY OF INGLEWOOD
INVITATION TO SUBMIT PROPOSAL
(Specifications and Conditions Governing Award)

The City of Inglewood invites and will receive proposals duly filed as provided herein from qualified Contractors to provide Pressure washing and bus shelter cleaning services as specified in this document **City of Inglewood – Request For Proposals for Pressure Washing Services / Bus Shelter Cleaning**.

Each proposal shall be submitted and completed in all particulars and must be enclosed in a sealed envelope addressed to the City of Inglewood, Purchasing Division, Inglewood City Hall 8th Floor, with the designation of the project **"Request For Proposals for Pressure Washing Services / Bus Shelter Cleaning"** appearing thereon.

The City Council reserves the right to waive any irregularities in any proposals, and to take proposals under advisement for a period not to exceed ninety (90) days from and after the date proposals are opened and announced.

The following conditions and terms apply:

1) The City Council reserves the right to reject any or all proposals.
2) Attached are detailed specifications and conditions for proposal submission.
3) You must execute your contract within ten (10) days after the City mails it. If the contract is not executed within ten (10) days, the City reserves the unilateral right to cancel it.
4) If any provisions of the contract are violated, the City, after suitable notice, may cancel the contract and make arrangements to have the products and or services supplied by others. Any extra cost to the City will be paid by the vendor.
5) Proposals may be obtained from the Purchasing Division located on the 8th floor of City Hall, or call (310) 412-5266.
6) All proposals must be for specific amounts. Any attempt to qualify prices with an 'escalation clause' or any other method of making a price variable, is unacceptable. Proposal shall be valid for ninety (90) calendar days from receipt of proposal.
7) The City reserves the right to add or subtract quantities and/or services based on the unit prices/unit lump sums so indicated as its budgetary needs may require.

_____ Date:_____/_____/ 18
David Esparza/Assistant City Manager/CFO

RFP-0124

INSTRUCTIONS TO PROPOSERS

BEFORE SUBMITTING YOUR PROPOSAL, HAVE YOU PROPERLY COMPLETED THE FOLLOWING?

Please Check Here

1. **PROPOSAL**:

   a. Have you responded to proposed scope of services? _____

   b. Is proposal properly signed and dated? _____

   c. Have you submitted all requirements per **this Proposal**? _____

   d. Have your filled out the proposal statement page with pricing for all 271 bus stops? _____

   e. Have you supplied a **grand total** amount for all of the bus stops? _____

   f. Have you indicated an **hourly rate** for Miscellaneous pressure washing service? _____

2. **CONTRACT COMPLIANCE**:

   a. Have you completed the non-collusion affidavit? _____

   b. Is the non-collusion affidavit properly signed by a Company Officer? _____

   c. Have you examined and do you understand the requirements and submittals to be furnished on the project? _____

3. **BUSINESS CERTIFICATE**

   Are you aware of, Section 3 of this General Provisions entitled *Inglewood Business Tax Certificate*? _____

4. **REFERENCE LIST**

   Have you completed and submitted a Reference List? _____

5. **DESIGNATION OF SUBCONTRACTORS**

   Have you listed all subcontractors (if applicable)? _____

6. **REQUIRED FORMS**

   Have you completed all forms in this document? _____

INTRODUCTION

The City of Inglewood is accepting proposals for a service agreement with a qualified contractor to provide Pressure Washing Services / Bus Shelter Cleaning Services. After a careful review of each submitted proposal, the City will conduct an evaluation leading to the selection of a contractor and the award of a three (3) year contract with the option of two (2) extensions at three (3) years per extension. based on contractor performance, and by mutual agreement of the City and Contractor.

BACKGROUND

The City of Inglewood encompasses nine square miles and has a residential population of approximately 112,000. The City was incorporated in 1908 as a charter city. The City is governed by a five member City Council and is administered by a City Manager. The City Manager supervises a full-time staff which provides a full array of municipal services.

The City of Inglewood is issuing this Request For Proposals (RFP) for the Pressure Washing and Bus Shelter Cleaning Services . Pressure washing and bus shelter cleaning services fall under the jurisdiction of the Public Works Department. All day to day operations and correspondence regarding pressure washing and bus shelter cleaning services will be administered by the Public Works Director or his designee.

The City's primary objectives of the Pressure Washing and Bus Shelter Cleaning program include:

- Follow a regular schedule (provided) of performance Pressure washing and bus shelter cleaning of approximately 271 bus stops / bus shelters.
- All areas in and around each bust stop / bus shelter are pressure washed and cleaned in accordance with schedule and standards specified under Scope of Services.
- Maintain bus stops / bus shelters and any attached furniture or fixtures in a clean and presentable condition.
- Maintain a state of cleanliness for pedestrian safety acceptable to the City.

QUALIFICATIONS

All prospective contractors must clearly demonstrate and document the following minimum criteria. Responses not meeting the minimum criteria will <u>not</u> be reviewed or considered.

- At least three years experience providing PRESSURE WASHING AND BUS SHELTER CLEANING SERVICES to government agencies.
- Documentation of services (as described in this document) for other government agencies.
- Include a list and description of the qualified personnel and the resources required to accomplish the tasks listed in the proposed scope of work

SCOPE OF SERVICES

The following specifications are set as a minimum to gain the desired City standards. Quantities and/or frequencies of services are an estimation of the anticipated needs of the City and may be provided as information only. Therefore, estimated quantities and/or frequencies may increase and/or decrease as a direct result of the actual needs of the City. The services shall include, but are not limited to, all items listed in these specifications.

It is expected that during the routine performance of the different maintenance operations that the contractor and workers are to be aware of site conditions and keep a neat and clean appearance. It should be understood that Inglewood is a continuously growing and changing area. Development and construction will from time to time cause damage, or will interrupt the routine maintenance program. It is important that problems, or potential problems, which may be caused by these procedures, should be brought to the attention of the City Representative as soon as possible for action.

1. Work shall be performed during or after business hours, on weekends and during holidays as directed by the City of Inglewood.

2. The Contractor shall be required to respond to City services requests and safety issues within 1 hour during business hours (7:00am – 5:00 pm) Monday to Friday and within 4 hours during non-business hours (After 5:00 pm Mondays to Friday and other days i.e. Weekends and Holidays) . The Contractor shall provide one primary and one alternate emergency phone number. It is imperative that the Contractor can be reached at these numbers in case of any emergencies that may come up, especially after work hours.

3. Contractor shall provide 24 hour a day emergency service, including contacts, phone numbers, email address or other available contact information.

4. Contractor to furnish all labor, supervision, equipment, tools, supplies, and all efforts necessary to clean and remove all trash, gum, stickers, graffiti, debris and human bio-waste from sidewalks / bus shelters, adjacent to and within 10 feet of bus stops / shelters, on and around street furniture, including trash receptacles, using pressure washing equipment. Treat malodorous stains with fragrant disinfectant. Perform duties in a uniform fashion based upon directed frequency.

5. Graffiti Removal – Clean with solution or pressure wash graffiti, stickers and unauthorized or illegal signs from pavements, trees, poles, planters, street furniture, news racks, bus stops, utility bases and any other relevant surfaces each day. Such removal shall be done in a manner not to damage the surface of the receptacle, pavement or public street furniture. All graffiti is to be removed from ground and wall surfaces within 10 feet of bus stop / shelter.

6. Human Bio-waste – Remove all human bio-waste, thoroughly clean with a disinfecting agent or pressure wash with a similar agent from pavements, trees, poles, planters, street furniture, news racks, utility bases and any other relevant surfaces when applicable or within 10 feet of bus stops. Such removal shall be done in a manner not to damage the surface of the receptacle,

pavement or public street furniture. Personnel shall be courteous and helpful to City merchants, residents, visitors, pedestrians and City personnel.

7. Pressure washing should be done at a time of day that is convenient for business and property owners and according to the attached schedule. All storefront areas including storefront glass areas shall be protected to avoid water seepage into storefronts and debris on the sidewalk areas should be picked up immediately prior to washing. The contractor(s) shall have the capability to provide their own water source. Contractors shall not use City owned fire hydrants unless a construction meter has been authorized by the Public Works Department.

8. It shall be a requirement that the contractor utilizes portable, mobile, self-contained, high pressure, multiple nozzle head enclosed units with a forced water spray of 2000 to 5000 psi; maintaining a minimum water temperature of 180 degrees Fahrenheit for all hot water cleaning/pressure washing. It is a requirement that the assembly have vacuuming capabilities for water and debris (simultaneous total removal). All water pools left after cleaning must be removed. Proper warning signage must be displayed at all times in the areas being cleaned.

9. Other types of power washing equipment may be allowed providing the equipment is pre-approved by the City of Inglewood and providing the equipment is capable of maintaining a pressure of 2000-5000 psi, can maintain a water temperature of 180 degrees Fahrenheit, has water removal capabilities, and has debris vacuuming capabilities installed to operate during equipment operating cycles without excessive water dispersal.

PRESSURE WASHING SPECIFICATIONS

Surfaces

- All Painted Surfaces
- Less than 1,000 PSI
- Hot water 130° - 160° F, only to be used on flat work and lower bands
- Material mix for cleaning:
- Detergent approved by City representative (Sodium Bi-carbonate or Calcium Hypochlorite
- Rinse Agent – Water
- 1 ½ % Chlorine – 2 oz. per gallon of water or ¼ cup per gallon of water
- Wax approved by City representative

Brick Pavers/Masonry

- 300 PSI
- 160° max water temperature
- Material mix for cleaning: Detergent approved by City representative (Sodium Per carbonate or Calcium Hypochlorite
- Rinse Agent – Water
- 1 ½ % Chlorine – 2 oz. per gallon of water or ¼ cup per gallon of water
- Wax approved by City representative

Steel/Aluminum

- 1,000 PSI
- Hot water 130° - 160° F
- No additives

10. The Contractor's cleaning fleet shall be sufficient enough in both quantity and quality to carry out all of the requirements of this contract. As a part of the City of Inglewood's due diligence process, an inspector from the Public Works Department will inspect the equipment to be used in the fulfillment of this contract prior to the awarding of the contract. Random inspections of equipment will be conducted by the City of Inglewood throughout the life of the contract.

11. All maintenance and repair of equipment used in the performance of this contract shall be the responsibility of the Contractor, and such maintenance and repairs shall not interfere with completion of required services to be provided pursuant to this agreement.

12. There are no City owned storage areas for the Contractor's use. No chemicals shall be stored on City property for the performance of this contract. Contractor must bring the necessary supplies to perform this contract each day.

13. Height restrictions for all City garages must be adhered to and observed by the contractor at all times. Repair of any damage to ceilings and overhead sprinkler systems caused by failure to observe height restrictions will be the sole responsibility of the contractor.

14. It is the Contractor's responsibility to ensure that the disposal of all waste water and debris is conducted in accordance with all existing Regional Water Quality Board regulations and the Clean Water Act. Waste water must not contaminate any potable water sites and must use drains that do not empty directly into any outlet leading directly to any river, stream or the ocean.

15. It is the responsibility of the contractor(s) and not the City to ensure that the pressure washing conforms to all applicable governing laws and regulations, including local, City, County, State and Federal laws governing storm water disposal.

16. In the event that any bus shelter, adjacent sidewalk, trach receptacles, and signs are not cleaned to the satisfaction of the City, the area will be re-cleaned at no additional cost to the City of Inglewood. The City shall decide if the entire area in question requires re-cleaning or only a designated portion of the bus shelter / sidewalk requires re-cleaning. An inspection report method will be used by the City to grade the Contractors performance. On days when scheduled power washing is cancelled due to rain, Contractor will schedule an appropriate day to replace the rained out day, at no additional cost above the contract price or issue a credit. Any unforeseen circumstance which prevents the contractor from fulfilling their obligations under this contract shall be reported to the City immediately or at the beginning of the following business day.

17. Contractor shall report any and all items needing attention (Broken benches, receptacles needing repair or refinishing, broken fixtures, surface deterioration, etc.). Contractor shall report any maintenance item that affects the appearance of the area or the safety, health and welfare of residents and employees.

18. Any machine used such as, but not limited to, power washers, leaf blowers, sweepers, and vacuums must be used with the lowest decibel levels possible.

19. The contractor shall provide their employees an appropriate uniform bearing the contractors logo, and all required PPE (Personal protective equipment). It shall be the responsibility of the contractor(s) and their employees to care for and maintain all uniform apparel. All employees, at all times, shall be in uniform. Uniforms shall be neat and presentable at all times. Uniforms shall be replaced as they are worn out. Vehicles as well should be easily identified. A neat and clean appearance should be maintained as much as possible. Contractor employees should be instructed to be helpful and courteous to residents, other employees, and visitors at all times. Contractor acknowledges that the public may associate the Contractor as an employee of the City while the Contractor performs services on the City's property. Contractor agrees to conduct its services and supervise its employees in a way not detrimental to the City's business operation. City reserves the right to approve dress codes for the Contractor's employees.

20. Contractor will have 5 days to correct any unsatisfactory performance as reported / determined by Public Works for no extra pay. If the correction is not made within 10 days, no payment shall be made for that cleaning area for the month and if two of these instances occur within a 12 month period without correction in 10 days, the contract terminates upon 30 days' notice.

21. This contract may also be used to pressure wash and/or clean building entranceways, steps, loading docks or any other concrete/asphalt surfaces designated by the City. In this case, a time and material method can be used for pricing; however, all pricing must be approved by the City prior to performing any of this additional work. Hand-held wand equipment may be used by the Contractor in the performance of these additional requirements.
22. The Contractor shall perform all work in a manner to minimize disruption of normal commercial operations in all assigned areas. Each time work is completed, the Contractor is responsible for cleaning and removing from each area worked in, all debris, materials and equipment associated with the work performed.

23. All Contractor and Sub-Contractor personnel shall wear personal protective equipment in the performance of their duties to include safety vests, protective eye wear or face shields, respiratory protection as necessary, gloves and protective clothing. Contractor shall be responsible for adhering to all local, state and federal safety guidelines and observe all safety precautions when performing services on City property, roadways and right-of-ways to include safe location of parked vehicles, use of safety cones, signage, flag personnel as necessary, use of safety vests on all personnel and vehicles which are clearly identifiable as belonging to the Contractor.

24. The Contractor will perform all contracted cleaning duties or services in such a manner that no property belonging to the City of Inglewood is damaged. In the event that damage does occur to property of the City of Inglewood or any adjacent property by reason of any cleaning services performed under this contract, the Contractor shall replace or repair same at no cost to the City of Inglewood. If damage caused by the Contractor has to be repaired or replaced by the City of Inglewood, the cost of such repairs or replacement will be deducted from the monies due to the Contractor.

25. The contractor shall provide supervision of all maintenance and or repair work being performed. Supervisors shall be able to communicate problems to the City Representative at any time, and shall be easily accessible to the Representative by cell phone at all times. The City shall be notified of any change in supervisory personnel.

26. It shall be the Contractor's responsibility to meet the City of Inglewood's delivery requirements, as called for in these specifications. The City of Inglewood reserves the right to obtain services on the open market in the event the Contractor fails to make delivery and any price differential will be charged against the Contractor.

27. The contractor shall maintain daily cleaning reports to be distributed to Inglewood's Public Works Project Manager as directed to ensure compliance with contract, on a monthly basis, or as requested by the City.

28. The scheduling of bus shelters and sidewalks designated for cleaning will be coordinated by the City of Inglewood Department of Public Works. Due to locations of bus shelters and sidewalks, most work will be scheduled during periods when traffic in these areas is at a minimum. Contractor should expect work to be scheduled early in the morning, late at night or on Sundays and holidays, providing that bus shelters and sidewalks are not utilized to their full capacities at that time.

29. There may be projects over and above the scope of this contract. There is no implied guarantee that the prime contractor will do any of this extra work. Much is contingent upon the overall quality and cooperation of the prime contractor in regards to regular contract work. Depending on the extent of the project, the City may solicit proposals from several contractors. When performed by the prime contractor, extra work shall not interfere with the completion of contract work. An "Extra" crew supervised by the CONTRACTOR shall be used in order to allow the regular maintenance crew to perform their scheduled work. This provision will be strictly enforced. Please supply an **hourly rate** for this type of work as indicated on the proposal and statement page.

30. Contractor shall maintain complete and current Material Safety Data Sheets on premises for inspection and/or use at all times, and furnish updated documentation to the City. However, the Contractor acknowledges that the City shall have no responsibility for making any disclosures to Contractor's employees or agents.

IN ACCORDANCE WITH BEST MANAGEMENT PRACTICES (BMP) THE FOLLOWING GUIDELINES MUST BE USED WHEN PRESSURE WASHING:

Prior to any washing, block all storm drains with an impervious barrier such as sandbags or berms, or seal the storm drain with plugs or other appropriate materials (and clean accumulated debris and remove blocking materials when finished) .

Create a containment area with berms and traps or take advantage of a low spot to keep wash water contained.

Use vacuums or other machines to remove and collect loose debris or litter before applying water.

Keep debris from entering the storm drain after cleaning by first passing the wash water through a “20 mesh” (0.853mm sieve size) or finer screen to catch solid materials, then dispose of the mesh and debris in a refuse container.

Pump up or vacuum up to remove all wash water and recycle such water for reuse and dispose of remainder amount of water as “wastewater” with a permit in a sanitary sewer (or other manner acceptable to the City proposed by contractor). All excess water as a result of pressure washing shall be removed from all pedestrian areas in accordance with BMP. In accordance with best management practices (BMP) the following guidelines must be used when pressure washing:

The balance of this page is intentionally left blank.

RFP-0124

LIST OF BUS STOPS, TYPE, LOCATIONS , AND FREQUENCY OF SERVICE

The pages below have a list of the current bus stop locations, their type and the frequency of the service required. Take into consideration the scope of services listed above together with the work indicated on the bus shelter inventory sheets below. Please provide a price for each bus stop and enter it on the "Proposal and statement page's" (located on page 22 through 32). Make sure that you total up all of the individual bus stop prices and list a grand total that includes all taxes and fees. Also make sure that you include an hourly rate in case there are any miscellaneous pressure wash work that may be needed outside of what is described in this document.

The balance of this page is intentionally left blank.

Inventory of Bus Stops

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
1	Arbor Vitae	Aviation	NE	Shelter	1		1			X	
2	Arbor Vitae	Hindry	NE								X
3	Arbor Vitae	La Cienega	NW		1						X
4	Arbor Vitae	Oak	NE	Bench					X		
5	Arbor Vitae	Oak	SW	Bench	1				X		
6	Arbor Vitae	Inglewood	NE	Bench	1		1		X		
7	Arbor Vitae	Inglewood	SW	Bench	1				X		
8	Arbor Vitae	Inglewood	SE		2	1					X
9	Arbor Vitae	Eucalyptus	NW	Bench					X		
10	Arbor Vitae	Eucalyptus	NE		1						X
11	Arbor Vitae	Eucalyptus	SW		1						X
12	Arbor Vitae	Grevillea	NW	Bench					X		
13	Arbor Vitae	Grevillea	SW								X
14	Arbor Vitae	La Brea	NW		1			1		X	
15	Arbor Vitae	La Brea	NE		2	1		1			X
16	Arbor Vitae	Prairie	NE	Bench	1	1			X		
17	Arbor Vitae	Prairie	SW		2						X
18	Century	La Cienega	SE		2					X	
19	Century	Felton	NW	Shelter	2	1	1			X	
20	Century	Felton	SE	Bench	3				X		
21	Century	Inglewood	NW	Shelter	2		1			X	
22	Inglewood	Century	NW		2	1					X
23	Century	Inglewood	SE	Shelter	1		1			X	
24	Inglewood	Century	SE	Bench	2				X		
25	Century	Fir	NE	Bench	1				X		
26	Century	Firmona	SW	Bench	3				X		
27	Century	Hawthorne	SW	Shelter	3	1	2			X	
28	Century	Hawthorne	SE		2	1		1		X	
29	La Brea	Century	NE		3	1		1		X	
30	Century	La Brea	NE	Shelter	2	1		1		X	

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
31	Century	Freeman	NE		2				X		
32	Century	Freeman	SE		1						X
33	Century	Prairie	SW	Shelter	2		1			X	
34	Century	Prairie	SE	Shelter	1	1	1			X	
35	Prairie	Century	SE	Shelter	2		1			X	
36	Century	Prairie	NE	Shelter	2		1			X	
37	Century	Doty	NW	Shelter	1		1				X
38	Century	Doty	SW		1			1	X		
39	Century	Yukon	NW	Shelter	1		1			X	
40	Century	Yukon	SE	Shelter	2		1			X	
41	Century	Club Dr	NE						X		
42	Century	Club Dr	SW							X	
43	Century	11th Av	NE		1	1	1				X
44	Century	Woodworth	SW		1		1				X
45	Century	Crenshaw	NW	Shelter	2		1	1			X
46	Century	Crenshaw	SW	Shelter	1			1		X	
47	Century	Crenshaw	NE		2	1		1		X	
48	Century	Crenshaw	SE	Shelter	1			1		X	
49	Century	5th Av	NE			1					X
50	Century	5th Av	SE	Shelter	1					X	
51	Century	Van Ness	SW	Shelter	1					X	
52	Van Ness	Century	SW								X
53	108th St	Doty	SW								X
54	108th St	Yukon	SW								X
55	108th St	Lemoli	SW								X
56	108th St	Crenshaw	SW								X
57	Crenshaw	108th St	SW	Shelter						X	
58	108th St	5th Av	NW								X
59	108th St	5th Av	SW								X
60	110th St	Crenshaw	NW								X

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
61	110th St	Lemoli	NE			1					X
62	110th St	Yukon	NE			1					X
63	110th St	Doty	NE								X
64	Imperial	Prairie	NE			1				X	
65	Imperial	Prairie	SE	Bench						X	
66	Imperial	Doty	NE	Bench	2	1			X		
67	Imperial	Doty	SW		1	1					X
68	Imperial	Yukon	NE	Bench	2					X	
69	Imperial	Yukon	SW	Bench	1			1		X	
70	Imperial	Crenshaw	NW	Bench	2					X	
71	Imperial	Lemoli	NE		1	1					X
72	Imperial	Lemoli	SW								X
73	Imperial	Crenshaw	SW	Bench	2			1		X	
74	Crenshaw	Imperial	SE	Bench	2					X	
75	Imperial	Crenshaw	SE	Bench	2				X		
76	Imperial	Ardath	NW								X
77	Imperial	Ardath	SW	Bench	1				X		
78	Manchester	Florence	NE		2						X
79	Manchester	Aviation	SW	Bench	2					X	
80	Manchester	Isis	NW								X
81	Manchester	Isis	SW	Bench	1				X		
82	Manchester	Hindry	NE		2	1					X
83	Manchester	Glasgow	NW	Bench	2				X		
84	Manchester	Glasgow	SW	Bench	2				X		
85	Manchester	La Cienega	NW		2	1				X	
86	Manchester	La Cienega	SW		2					X	
87	Manchester	Ash	SE		1			1		X	
88	Manchester	Ash	NE		1			1		X	
89	Manchester	Oak	NE		1	1		1		X	
90	Manchester	Oak	SW		1			1		X	

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
91	Manchester	Cedar	SW	Bench	1			1	X		
92	Manchester	Eucalyptus	NW	Bench	1			1	X		
93	Manchester	Eucalyptus	SW		1			1		X	
94	Manchester	Eucalyptus	SE		1			1		X	
95	Manchester	Fir	NE			1				X	
96	Manchester	Fir	SW							X	
97	Manchester	Grevillea	NW	Shelter	1		1	1	X		
98	Manchester	Grevillea	SE	Bench	1		1	1	X		
99	Manchester	Market	NE		1			1		X	
100	Manchester	Market	SE		2			1		X	
101	Manchester	Locust	NE		1				X		
102	Manchester	Hillcrest	NW		2			1		X	
103	Manchester	Hillcrest	SW		2			1		X	
104	Manchester	Manchester Dr	NE	Bench	1			1	X		
105	Manchester	Tamarack	SW		2			1		X	
106	Prairie	Manchester	NW						X		
107	Manchester	Prairie	NW		1			1		X	
108	Manchester	Prairie	NE	Shelter			1			X	
109	Manchester	Prairie	SW		2			1		X	
110	Manchester	Kareem Ct	NW		2				X		
111	Manchester	Kareem Ct	SW		2			1	X		
112	Manchester	West	NW		2			1	X		
113	Manchester	West	SW		2						X
114	Manchester	Crenshaw Dr	NE			1			X		
115	Manchester	Crenshaw Dr	SW		1					X	
116	Manchester	11th Av	NE		1			1			X
117	Manchester	11th Av	SW		2			1			X
118	Crenshaw	Manchester	SW		2					X	
119	Manchester	Crenshaw	NE		2			1		X	
120	Manchester	Crenshaw	SW		2			1		X	

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
121	Crenshaw	Manchester	NE	Shelter	2	1		1		X	
122	Manchester	5th Av	NW					1	X		
123	Manchester	5th Av	SW					1	X		
124	Manchester	Van Ness	SW	Bench	2			1		X	
125	Manchester	Van Ness	NW	Shelter				1		X	
126	Regent	Fir	NE		1	1		1	X		
127	Regent	Fir	SE	Shelter	1	1	1		X		
128	Regent	Grevillea	NE								X
129	Regent	Grevillea	SE								X
130	La Brea	Regent	SE							X	
131	La Brea	Regent	SW					1		X	
132	Locust	Regent	SW	Shelter			1		X		
133	La Brea	Fairview	SE								X
134	La Brea	Fairview	SW		1					X	
135	Fairview	La Brea	SE			1					X
136	Fairview	Overhill Dr	NE								X
137	Fairview	Overhill Dr	SW								X
138	Fairview	Fair Pl	NE								X
139	Fairview	Field	SW			1					X
140	Fairview	Buckler	NW			1					X
141	Field	64th St	SE								X
142	La Tijera	Fairview	NW								X
143	La Tijera	Fairview	NE								X
144	La Tijera	64th St	SE								X
145	Beach	Centinela	NE	Shelter		1	1			X	
146	Centinela	Beach	SW		1						X
147	Centinela	Beach	SW	Shelter			1			X	
148	Beach	Centinela	SW	Bench	1		1				X
149	Centinela	Acacia	NE	Shelter					X		
150	Centinela	Acacia	SW	Shelter			1		X		

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
151	Centinela	Inglewood	NW	Shelter			1			X	
152	Centinela	Inglewood	SW	Shelter						X	
153	La Brea	Centinela	NW	Shelter	1		1			X	
154	Centinela	La Brea	NW	Bench	2	1				X	
155	Centinela	La Brea	SE	Bench	2		1			X	
156	La Brea	Centinela	NE	Shelter		1				X	
157	Centinela	Edgewood	NE	Bench					X		
158	Centinela	Edgewood	SE	Bench					X		
159	HydePark Pl	Centinela	NE	Bench		1			X		
160	HydePark Pl	Centinela	SE	Bench					X		
161	HydePark Pl	HydePark Blvd	NW								X
162	HydePark Pl	HydePark Blvd	SW								X
163	HydePark Blvd	Marborough	NE								X
164	HydePark Blvd	Marborough	SW								X
165	HydePark Blvd	Park	NW								X
166	HydePark Blvd	Park	SW		1						X
167	HydePark Blvd	Gay	NE								X
168	HydePark Blvd	Gay	SE								X
169	HydePark Blvd	Long	SE		1						X
170	HydePark Blvd	Long	NE			1					X
171	Florence	Redondo	NE								X
172											X
173	Florence	Prairie	NE	Bench	1				X		
174	Florence	Prairie	SE	Bench	1			1	X		
175	Florence	Centinela	NW	Shelter	1	1		1		X	
176	Florence	Prairie	SW		1			1			X
177	Florence	Hillcrest	NE		2						X
178	Florence	Market	NE					1			X
179	Florence	Market	SE	Bench					X		
180	La Brea	Florence	NW	Bench	1			1	X		

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
181	La Brea	Florence	SE	Shelter	2	1	1	1		X	
182	Florence	Eucalyptus	SE			1					X
183	Florence	Eucalyptus	SW								X
184	Grace	Hillcrest/Prairie	N								X
185	Eucalyptus	Kelso	NW			1					X
186	Eucalyptus	Kelso	SE								X
187	Eucalyptus	Spruce	NW			1					X
188	Eucalyptus	Spruce	SE			1					X
189	Beach	Plymouth	NE								X
190	Beach	Plymouth	SW								X
191	Beach	Venice	SE	Shelter	1			1	X		
192	Beach	Venice	SW								X
193	Beach	HydePark Blvd	SE								X
194	Beach	HydePark Blvd	SW					1			X
195	Beach	Ing/Eucalyptus	NE								X
196	Beach	Ing/Eucalyptus	SW								X
197	Crenshaw	Arbor Vitae	NE								X
198	Crenshaw	Arbor Vitae	SW	Bench	1				X		
199	Crenshaw	80th St	NW	Bench	1				X		
200	Crenshaw	80th St	SE	Bench	1				X		
201	Crenshaw	Crenshaw Dr	NE		1						X
202	Crenshaw	Crenshaw Dr	SW		1						X
203	Crenshaw	84th Pl	SW	Bench	1				X		
204	Crenshaw	84th Av	NW	Bench					X		
205	Crenshaw	85th St	SE	Shelter	2			1		X	
206	Crenshaw	90th St	NE								X
207	Crenshaw	90th St	SW	Bench	1					X	
208	Crenshaw	Hardy	NE	Bench	2					X	
209	Crenshaw	Hardy	NW	Bench					X		
210	Crenshaw	104th St	NE	Bench	2				X		

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
211	Crenshaw	104th St	SW		1						X
212	Crenshaw	108th St	NE		1						X
213	Crenshaw	Thoreau	NW	Bench	1	1		1		X	
214	Crenshaw	Thoreau	NE		1	1		1			X
215	Crenshaw	116th St	NE					1			X
216	Crenshaw	116th St	NW	Bench	2			1		X	
217	Crenshaw	118th St	NW		1						X
218	Crenshaw	118th St	NE								X
219	Inglewood	Hardy	NW		1						X
220	Inglewood	Hardy	SE		1						X
221	La Brea	64th St	NW	Shelter	1		1			X	
222	La Brea	64th St	SE	Shelter	2		1	1		X	
223	La Brea	Plymouth	SW	Shelter	1					X	
224	La Brea	Plymouth	SE								X
225	La Brea	HydePark Blvd	SW	Shelter	3	1				X	
226	La Brea	HydePark Blvd	NE	Shelter	1		1			X	
227	La Brea	Hazel	NW	Bench	1			1		X	
228	La Brea	Hazel	SE	Shelter	1		1			X	
229	La Brea	Beach	NW	Bench		1			X		
230	La Brea	Beach	SE	Bench	1	1			X		
231	La Brea	Queen	SE	Shelter	1		1	1		X	
232	La Brea	Queen	SW	Shelter	2		1	1		X	
233	La Brea	Nutwood	SW		2		1				X
234	La Brea	Kelso	SE		2	1					X
235	La Brea	Market/Spruce	NW	Bench	2					X	
236	La Brea	Market/Spruce	SW	Bench	2					X	
237	La Brea	Tamarack	NW								X
238	La Brea	Tamarack	SE	Bench	2			1		X	
239	La Brea	Hardy	NW	Bench	1	1		1		X	
240	La Brea	Hardy	SE	Bench	2			1		X	

Inventory of Bus Stops and work instructions

No.	Street 1 On	Street 2 Across	Corner	Shelter	Bench	Catch Basin	Trash Receptacle Plastic	Trash Receptacle Concrete	Monthly Cleaning	Weekly Cleaning	Quarterly Cleaning
241	La Brea	104th St	NE		1	1					X
242	La Brea	Forest	NE		2						X
243	Locust	Grace	SE								X
244	Locust	Grace	SW					1			X
245	Prairie	Grace	SW	Shelter			1			X	
246	Prairie	Grace/Florence	W								X
247	Prairie	Grace/Howland	W		1						X
248	Prairie	Howland	NW		1						X
249	Prairie	Regent	NW		1						X
250	Prairie	90th	NE		1						X
251	Prairie	Kelso	SW	Bench	1			1	X		
252	Prairie	Hardy	NW	Bench	1	1				X	
253	Prairie	Hardy	NE		1	1					X
254	Prairie	104th St	NE	Shelter	1	1	1			X	
255	Prairie	104th St	SW	Shelter	2		1			X	
256	Prairie	107th St	NE								X
257	Prairie	Lennox	NW	Shelter	1	1	1			X	
258	Lennox	Prairie	SW		2						X
259	Prairie	111th St	NW	Shelter	1				X		
260	Prairie	111th St	NE	Shelter		1	1			X	
261	Van Ness	Maitland	IN ISLAND		1			1			X
262	Van Ness	90th St	SW								X
263	Van Ness	Arbor Vitae	NW								X
264	Van Ness	Hardy	NW								X
265	Van Ness	104th St	NW								X
266	Van Ness	108th St	NW			1					X
267	Van Ness	Cullivan	SW								X
268	Van Ness	111th St	NW								X
269	Manchester	Inglewood	SE	Bench	1			1		X	
270	Manchester	Inglewood	NE	Bench	1			1		X	
271	Van Ness	83rd St	NW								X

RFP-0124

CITY OF INGLEWOOD

PROPOSAL AND STATEMENT PAGE'S

"Pressure Washing Services / Bus Shelter Cleaning."

To the Mayor and City Council Members
City of Inglewood
Inglewood, CA 90301

The undersigned declares that he/she has carefully examined the location of the proposed work and has otherwise satisfied himself/herself as to the nature and location of the work, and is fully informed as to all conditions and matters which can in any way affect the work or cost thereof, that he/she has examined the Specifications and Plans, and has read the accompanying "**INSTRUCTIONS TO VENDORS**" and hereby agrees to provide the following:

To furnish all labor, materials, equipment, transportation, and services and to do all the work required for the "**Pressure Washing Services / Bus Shelter Cleaning**." And in strict conformity with the plans and specifications and at the following total lump sum prices, to Wit, the quantities below represent a one year total. Proposal must include all taxes and fees.

All pricing on proposal and statement page's is to include, all taxes fees and materials. This list corresponds with the list of bus stops listed above. The City may add or subtract bus stops as needed.

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
1	Arbor Vitae	Aviation	NE	$
2	Arbor Vitae	Hindry	NE	$
3	Arbor Vitae	La Cienega	NW	$
4	Arbor Vitae	Oak	NE	$
5	Arbor Vitae	Oak	SW	$
6	Arbor Vitae	Inglewood	NE	$
7	Arbor Vitae	Inglewood	SW	$
8	Arbor Vitae	Inglewood	SE	$
9	Arbor Vitae	Eucalyptus	NW	$
10	Arbor Vitae	Eucalyptus	NE	$
11	Arbor Vitae	Eucalyptus	SW	$
12	Arbor Vitae	Grevillea	NW	$
13	Arbor Vitae	Grevillea	SW	$
14	Arbor Vitae	La Brea	NW	$
15	Arbor Vitae	La Brea	NE	$
16	Arbor Vitae	Prairie	NE	$
17	Arbor Vitae	Prairie	SW	$
18	Century	La Cienega	SE	$
19	Century	Felton	NW	$
20	Century	Felton	SE	$
21	Century	Inglewood	NW	$
22	Inglewood	Century	NW	$
23	Century	Inglewood	SE	$
24	Inglewood	Century	SE	$
25	Century	Fir	NE	$
26	Century	Firmona	SW	$
27	Century	Hawthorne	SW	$
28	Century	Hawthorne	SE	$
29	La Brea	Century	NE	$
30	Century	La Brea	NE	$

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
31	Century	Freeman	NE	$
32	Century	Freeman	SE	$
33	Century	Prairie	SW	$
34	Century	Prairie	SE	$
35	Prairie	Century	SE	$
36	Century	Prairie	NE	$
37	Century	Doty	NW	$
38	Century	Doty	SW	$
39	Century	Yukon	NW	$
40	Century	Yukon	SE	$
41	Century	Club Dr	NE	$
42	Century	Club Dr	SW	$
43	Century	11th Av	NE	$
44	Century	Woodworth	SW	$
45	Century	Crenshaw	NW	$
46	Century	Crenshaw	SW	$
47	Century	Crenshaw	NE	$
48	Century	Crenshaw	SE	$
49	Century	5th Av	NE	$
50	Century	5th Av	SE	$
51	Century	Van Ness	SW	$
52	Van Ness	Century	SW	$
53	108th St	Doty	SW	$
54	108th St	Yukon	SW	$
55	108th St	Lemoli	SW	$
56	108th St	Crenshaw	SW	$
57	Crenshaw	108th St	SW	$
58	108th St	5th Av	NW	$
59	108th St	5th Av	SW	$
60	110th St	Crenshaw	NW	$

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
61	110th St	Lemoli	NE	$
62	110th St	Yukon	NE	$
63	110th St	Doty	NE	$
64	Imperial	Prairie	NE	$
65	Imperial	Prairie	SE	$
66	Imperial	Doty	NE	$
67	Imperial	Doty	SW	$
68	Imperial	Yukon	NE	$
69	Imperial	Yukon	SW	$
70	Imperial	Crenshaw	NW	$
71	Imperial	Lemoli	NE	$
72	Imperial	Lemoli	SW	$
73	Imperial	Crenshaw	SW	$
74	Crenshaw	Imperial	SE	$
75	Imperial	Crenshaw	SE	$
76	Imperial	Ardath	NW	$
77	Imperial	Ardath	SW	$
78	Manchester	Florence	NE	$
79	Manchester	Aviation	SW	$
80	Manchester	Isis	NW	$
81	Manchester	Isis	SW	$
82	Manchester	Hindry	NE	$
83	Manchester	Glasgow	NW	$
84	Manchester	Glasgow	SW	$
85	Manchester	La Cienega	NW	$
86	Manchester	La Cienega	SW	$
87	Manchester	Ash	SE	$
88	Manchester	Ash	NE	$
89	Manchester	Oak	NE	$
90	Manchester	Oak	SW	$

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
91	Manchester	Cedar	SW	$
92	Manchester	Eucalyptus	NW	$
93	Manchester	Eucalyptus	SW	$
94	Manchester	Eucalyptus	SE	$
95	Manchester	Fir	NE	$
96	Manchester	Fir	SW	$
97	Manchester	Grevillea	NW	$
98	Manchester	Grevillea	SE	$
99	Manchester	Market	NE	$
100	Manchester	Market	SE	$
101	Manchester	Locust	NE	$
102	Manchester	Hillcrest	NW	$
103	Manchester	Hillcrest	SW	$
104	Manchester	Manchester Dr	NE	$
105	Manchester	Tamarack	SW	$
106	Prairie	Manchester	NW	$
107	Manchester	Prairie	NW	$
108	Manchester	Prairie	NE	$
109	Manchester	Prairie	SW	$
110	Manchester	Kareem Ct	NW	$
111	Manchester	Kareem Ct	SW	$
112	Manchester	West	NW	$
113	Manchester	West	SW	$
114	Manchester	Crenshaw Dr	NE	$
115	Manchester	Crenshaw Dr	SW	$
116	Manchester	11th Av	NE	$
117	Manchester	11th Av	SW	$
118	Crenshaw	Manchester	SW	$
119	Manchester	Crenshaw	NE	$
120	Manchester	Crenshaw	SW	$

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
121	Crenshaw	Manchester	NE	$
122	Manchester	5th Av	NW	$
123	Manchester	5th Av	SW	$
124	Manchester	Van Ness	SW	$
125	Manchester	Van Ness	NW	$
126	Regent	Fir	NE	$
127	Regent	Fir	SE	$
128	Regent	Grevillea	NE	$
129	Regent	Grevillea	SE	$
130	La Brea	Regent	SE	$
131	La Brea	Regent	SW	$
132	Locust	Regent	SW	$
133	La Brea	Fairview	SE	$
134	La Brea	Fairview	SW	$
135	Fairview	La Brea	SE	$
136	Fairview	Overhill Dr	NE	$
137	Fairview	Overhill Dr	SW	$
138	Fairview	Fair Pl	NE	$
139	Fairview	Field	SW	$
140	Fairview	Buckler	NW	$
141	Field	64th St	SE	$
142	La Tijera	Fairview	NW	$
143	La Tijera	Fairview	NE	$
144	La Tijera	64th St	SE	$
145	Beach	Centinela	NE	$
146	Centinela	Beach	SW	$
147	Centinela	Beach	SW	$
148	Beach	Centinela	SW	$
149	Centinela	Acacia	NE	$
150	Centinela	Acacia	SW	$

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
151	Centinela	Inglewood	NW	$
152	Centinela	Inglewood	SW	$
153	La Brea	Centinela	NW	$
154	Centinela	La Brea	NW	$
155	Centinela	La Brea	SE	$
156	La Brea	Centinela	NE	$
157	Centinela	Edgewood	NE	$
158	Centinela	Edgewood	SE	$
159	HydePark Pl	Centinela	NE	$
160	HydePark Pl	Centinela	SE	$
161	HydePark Pl	HydePark Blvd	NW	$
162	HydePark Pl	HydePark Blvd	SW	$
163	HydePark Blvd	Marborough	NE	$
164	HydePark Blvd	Marborough	SW	$
165	HydePark Blvd	Park	NW	$
166	HydePark Blvd	Park	SW	$
167	HydePark Blvd	Gay	NE	$
168	HydePark Blvd	Gay	SE	$
169	HydePark Blvd	Long	SE	$
170	HydePark Blvd	Long	NE	$
171	Florence	Redondo	NE	$
172				$
173	Florence	Prairie	NE	$
174	Florence	Prairie	SE	$
175	Florence	Centinela	NW	$
176	Florence	Prairie	SW	$
177	Florence	Hillcrest	NE	$
178	Florence	Market	NE	$
179	Florence	Market	SE	$
180	La Brea	Florence	NW	$

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
181	La Brea	Florence	SE	$
182	Florence	Eucalyptus	SE	$
183	Florence	Eucalyptus	SW	$
184	Grace	Hillcrest/Prairie	N	$
185	Eucalyptus	Kelso	NW	$
186	Eucalyptus	Kelso	SE	$
187	Eucalyptus	Spruce	NW	$
188	Eucalyptus	Spruce	SE	$
189	Beach	Plymouth	NE	$
190	Beach	Plymouth	SW	$
191	Beach	Venice	SE	$
192	Beach	Venice	SW	$
193	Beach	HydePark Blvd	SE	$
194	Beach	HydePark Blvd	SW	$
195	Beach	Ing/Eucalyptus	NE	$
196	Beach	Ing/Eucalyptus	SW	$
197	Crenshaw	Arbor Vitae	NE	$
198	Crenshaw	Arbor Vitae	SW	$
199	Crenshaw	80th St	NW	$
200	Crenshaw	80th St	SE	$
201	Crenshaw	Crenshaw Dr	NE	$
202	Crenshaw	Crenshaw Dr	SW	$
203	Crenshaw	84th Pl	SW	$
204	Crenshaw	84th Av	NW	$
205	Crenshaw	85th St	SE	$
206	Crenshaw	90th St	NE	$
207	Crenshaw	90th St	SW	$
208	Crenshaw	Hardy	NE	$
209	Crenshaw	Hardy	NW	$
210	Crenshaw	104th St	NE	$

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
211	Crenshaw	104th St	SW	$
212	Crenshaw	108th St	NE	$
213	Crenshaw	Thoreau	NW	$
214	Crenshaw	Thoreau	NE	$
215	Crenshaw	116th St	NE	$
216	Crenshaw	116th St	NW	$
217	Crenshaw	118th St	NW	$
218	Crenshaw	118th St	NE	$
219	Inglewood	Hardy	NW	$
220	Inglewood	Hardy	SE	$
221	La Brea	64th St	NW	$
222	La Brea	64th St	SE	$
223	La Brea	Plymouth	SW	$
224	La Brea	Plymouth	SE	$
225	La Brea	HydePark Blvd	SW	$
226	La Brea	HydePark Blvd	NE	$
227	La Brea	Hazel	NW	$
228	La Brea	Hazel	SE	$
229	La Brea	Beach	NW	$
230	La Brea	Beach	SE	$
231	La Brea	Queen	SE	$
232	La Brea	Queen	SW	$
233	La Brea	Nutwood	SW	$
234	La Brea	Kelso	SE	$
235	La Brea	Market/Spruce	NW	$
236	La Brea	Market/Spruce	SW	$
237	La Brea	Tamarack	NW	$
238	La Brea	Tamarack	SE	$
239	La Brea	Hardy	NW	$
240	La Brea	Hardy	SE	$

Price List for Bus Stop Service (As described in the Scope of Work

No.	Street 1 On	Street 2 Across	Corner	Price per bus Stop
241	La Brea	104th St	NE	$
242	La Brea	Forest	NE	$
243	Locust	Grace	SE	$
244	Locust	Grace	SW	$
245	Prairie	Grace	SW	$
246	Prairie	Grace/Florence	W	$
247	Prairie	Grace/Howland	W	$
248	Prairie	Howland	NW	$
249	Prairie	Regent	NW	$
250	Prairie	90th	NE	$
251	Prairie	Kelso	SW	$
252	Prairie	Hardy	NW	$
253	Prairie	Hardy	NE	$
254	Prairie	104th St	NE	$
255	Prairie	104th St	SW	$
256	Prairie	107th St	NE	$
257	Prairie	Lennox	NW	$
258	Lennox	Prairie	SW	$
259	Prairie	111th St	NW	$
260	Prairie	111th St	NE	$
261	Van Ness	Maitland	IN ISLAND	$
262	Van Ness	90th St	SW	$
263	Van Ness	Arbor Vitae	NW	$
264	Van Ness	Hardy	NW	$
265	Van Ness	104th St	NW	$
266	Van Ness	108th St	NW	$
267	Van Ness	Cullivan	SW	$
268	Van Ness	111th St	NW	$
269	Manchester	Inglewood	SE	$
270	Manchester	Inglewood	NE	$
271	Van Ness	83rd St	NW	$

GRAND TOTAL (FOR ITEMS 1 THROUGH 271) $_____

HOURLY RATE FOR MISCELLANEOUS PRESSURE WASHING SERVICES $_____

IN CASE OF DISCREPANCY BETWEEN THE WORDS AND FIGURES, THE WORDS SHALL PREVAIL. (GRAND TOTAL IN WORDS)

The undersigned understands that the City of Inglewood reserves the right to accept or reject any or all quotations submitted and to re-advertise at its discretion.

Company's Legal Name

Street Address of Company

City State Zip code Phone number

Authorized Signature Title Date

Type or Print Above Name

Tax Identification Number

The original copy of the PROPOSAL must be signed in writing, and sealed in an envelope or package.

CONTENTS OF PROPOSALS

A formal responsive proposal is required from firms that would like to be considered for a contract award. The contents of the proposal must be complete and concise. Supplementary visual aids, videotapes, computerized information and other extraneous materials will not be accepted. Once submitted, Proposals, including the composition of the consulting team, cannot be altered without prior written consent of City of Inglewood.

The proposal shall be in the form of a written report prepared on 8 ½" x 11" sheets (one-sided). **One original unbound, and five bound copies are required.** The text for Section II noted below must contain no more than fifteen one-sided pages of minimum 10-point type lettering.

Any reproductions of photos, drawings and/or diagrams included in the Proposals shall be the same as in the original. The proposal shall, at a minimum, include the following sections:

A. **Cover Letter**
Each Proposer shall submit with their proposal a cover letter identifying the Proposer and the proposal package being submitted. Proposers may include other important general information, which is deemed significant enough to be highlighted. An authorized representative of the Proposer must sign the cover letter. Proposer's representative shall identify name, title, office location, telephone number, fax number and e-mail address.

B. **Table of Contents**
Include a Table of Contents listing the various sections included in the proposal.

C. **Statement Description**

Section I: EXECUTIVE SUMMARY

Proposers shall include in their Proposal, an Executive Summary that indicates your firm's expertise and strengths. Additionally, this section must include a brief statement of your background and examples of your accomplishments that distinguish your firm from other firms to be the most competitive for this RFP.

The text for the Executive Summary must contain no more than two (2) one-sided pages of minimum 10-point type lettering.

Section II: PROPOSED APPROACH

Proposers shall describe their approach to providing services. The following areas must be addressed in the scope of work.

1) An explanation of your firm's approach to developing a plan or proposal.
2) Description of your firm's approach in working with clients and their staff members.
3) Description of the firm's management philosophy.
4) Examples of Contracting records and accomplishments, past and present that are of similar nature to this scope of work; include names and contacts in association with those contracts

for references. Additionally, address situations where your firm's recommendations were implemented by the client and the impact of the implementation.

5) Areas not in this RFP, but which the Proposer believes are essential to the effective performance and completion of these services should also be addressed in the proposal.

Section III: ORGANIZATIONAL CHART AND TEAM IDENTIFICATION

A. Organizational Chart:
Please submit a project organizational chart with the following information:

1) Names and titles of individuals; and
2) Names and titles of possible subcontractors who may be involved in this project.

B. Team Identification:

1) Identify the firm's business structure (i.e. whether the firm is a corporation, limited partnership, sole proprietorship, etc.), location of headquarters office and location of any local offices, telephone number, fax number and e-mail address.
2) Identify the names of general partners or owner(s) of the firm, their titles, office location, telephone number, fax number and e-mail address.
3) List the name, title, address, telephone number, background and responsibilities of each individual to be assigned to the project including
4) Specific designations of the individual charged with supervision of the project team.
5) Include a responsibility matrix indicating the reporting structure and responsibilities of each member of the project team.
6) Identify each possible subcontractor by firm's name, primary representative and title, telephone number, fax number, e-mail address, location of office headquarters and location of any local offices.

Section IV: TEAM DESCRIPTION, EXPERIENCE AND ACCOMPLISHMENTS

Proposal must include the following information:

A. Project Manager:

Describe the professional qualifications, capabilities, project experience, education, training and the present office location. Provide a list of specific examples of the Project Manager's qualifications, experience and accomplishment in any relevant past or ongoing projects, for a minimum of five projects. Describe each project in detail, including when the project was completed and where it was located, the name of the company and contact person, including his/her current telephone number, fax number, e-mail address and any other reference information. Describe experience that required Pressure Wash/Bus Shelter Cleaning services.

B. Other Key Personnel:

- Include the names and resumes of all key personnel who are employed by Contractor and who may be assigned to perform services pursuant to a subsequent contract.
- Provide a complete statement of qualifications and experience to accomplish such project, accomplishments, background and a description of that person's strengths and skills relative to the proposed scope of work to be performed. This statement must include degrees obtained and other function while gaining the experience; contract amount managed; what was accomplished; and the beginning and ending dates of the projects cited for relevant experience.
- The City must be notified of any change in the individuals proposed by the Proposer for this RFP. The City reserves the right to verify each candidate's experience and education.

Section V: CONTRACTING TRACK RECORD AND ACCOMPLISHMENTS

Proposers must list all previous contracts with the City of Inglewood within the last ten (10) years and a maximum of most recent five (5) contracts with other large organizations, public or private, similar to the projects described in this RFP. Submit this information for the prime consultant and each possible subcontractor(s), team member of a consortium or joint venture. For each contract provide the following information:

1) Name of project.
2) Dollar amount of project.
3) Firm's contract amount.
4) Summary of scope of work.
5) Name, address and telephone number of client's representative responsible for administering the contract.

The City reserves the right to validate any information contained in this proposal, including contacting the referenced clients to verify information and/or to solicit comments.

Section VI: PROPOSED FEE SCHEDULE

The Proposer shall include a **separate sealed envelope** containing a the proposal and statement page pricing.

QUESTIONS CONCERNING PROPOSAL REQUIREMENTS

All questions and issues related to proposal requirements or information expected for each statement package should be made in writing (email preferred) to City to the attention of:

Michael H. Tate Purchasing and Contract Services Manager
Telephone: (310) 412-5364 Email Address: **mtate@cityofinglewood.org**

The City of Inglewood will only communicate with one person per proposal. It is the responsibility of the Proposer to ensure that the City has the correct name and address of the contact person, phone number, and e-mail address. All changes to instructions to this RFP will be done through written addendum and posted on the City's website.

NO QUESTIONS WILL BE RECEIVED OR RESPONDED TO AFTER

JANUARY 30, 2019 AT 5.00 PM

SUBMISSION OF PROPOSALS

Written responses to the RFP must be prepared as specified above as to form, content, and sequence. Respondents should follow the checklist to ensure that all requirements are met. No changes to responses may be made after the submittal deadline.

PROPOSALS ARE DUE BY FEBRUARY 6, 2019 AT 11:00 AM

- One original and five copies of Proposal for Pressure washing and bus shelter cleaning Services, ATTN: **Purchasing and Contract Services Division** will not be considered by the City.
- Original responses and package copies shall be enclosed in two sealed packages (one package for the Statement and one for the fee schedule) with the name and address of the respondent in the upper left-hand corner and marked **"Proposal for Pressure Washing and Bus Shelter Cleaning."**
- The response shall be signed by an officer, or officers, authorized to execute legal documents on behalf of the respondent and submitted to:

  Office of Purchasing Division 8th floor
  City of Inglewood
  1 Manchester Blvd.
  Inglewood, CA 90301

The envelope shall be plainly marked in the upper left-hand corner with the name and address of the proposer and bear the words "Proposal For..." followed by the name of the work under this Request for Proposal and the date and hour of the proposal opening.

The City reserves the right to waive informalities in any proposal, to reject any or all proposals, to reject one part of a proposal and accept the other, except to the extent that proposals are qualified by specific limitations, and to make awards to the proposer whose proposal is most beneficial to the needs of the City. Each firm is responsible for the timely delivery of any response. Additionally, the City will not be responsible for the delivery of any proposal to the wrong address or City department. Each firm assumes all risks and/or

consequences of an incorrect delivery or an untimely delivery of a proposal.

EVALUATION AND SELECTION PROCESS

All Proposals that submit the information requested in this RFP will be evaluated on the basis of professional experience, qualifications and services to be performed. The City reserves the right to judge, appraise and reject all proposals, or to otherwise cancel the RFP process.

The written proposal and potentially an oral interview will be evaluated using the following weighted criteria:

1) Overall qualifications, background and experience of the proposer in providing services detailed in the scope of work.....15 pts
2) Experience and qualifications of project managers and key staff.....15 pts
3) Technical Expertise.....20 pts
4) Management Plan to meet scope of work.....20 pts
5) Proposed fee schedule..... 30 pts

TOTAL..... 100 pts

WAIVER AND RIGHTS OF THE CITY

After a review of the qualification submittals, the City, in its sole discretion, may rate all submittals and identify a short list of 3 to 8 best qualified firms. There is no guarantee that the City will decide to move forward with any proposer based on the RFP submittals. The City reserves the right to reject any or all submittals and proposals. The Contractor waives all rights to seek compensation and/or legal remedies regarding any aspects of the RFP and the City's selection process, upon the submittal of a response to the RFP.

After a review of the proposal submittals, the City, in its sole discretion, may invite one or more respondents for interviews, or may choose not to proceed with the interview. There is no guarantee that the City will decide to move forward with any proposal based on the RFP submittals. The City reserves the right to reject any or all proposals. The Consultant waives all rights to seek compensation and/or legal remedies regarding any aspects of the RFP and the City's selection process, upon the submittal of a response to the RFP.

The City reserves the right, at its discretion, to pursue any or all of the following actions related to this RFP.

- Issue addenda to the RFP. Addendum or addenda will be posted at the following website:

  https://www.cityofinglewood.org/Bids.aspx
- Request additional information and/or clarification of the proposal.
- Negotiate an agreement solely on the basis of the original proposal.
- Negotiate an agreement on the basis of additional information supplied.
- Issue subsequent RFP(s) based on refinement of concepts proposed in response to this RFP.

GENERAL PROVISIONS

PAGE

SECTION 1. PRICES…….40

SECTION 2. PAYMENT TERMS……40

SECTION 3. INGLEWOOD BUSINESS TAX CERTIFICATE……...40

SECTION 4. SALES TAX…….40

SECTION 5. INSURANCE REQUIREMENTS…….40

SECTION 6. INDEMNIFICATION…… 42

SECTION 7. LOWEST RESPONSIBLE PROPOSER……..42

SECTION 8. NON-DISCRIMINATION……. 42

SECTION 9. AWARD OF CONTRACT……..42

SECTION10. EXECUTION OF AGREEMENT……..43

SECTION 11. TERMINATION OF AGREEMENT……43

SECTION 12 RIGHT OF CITY TO WITHHOLD PAYMENT…….43

SECTION 13. COST OF PROPOSAL……...43

SECTION 14. DURATION OF AGREEMENT……... 43

SECTION 15. CHOICE OF LAW AND VENUE…….43

SECTION 16. ADDENDUMS (REVISIONS TO THIS DOCUMENT)…….44

GENERAL PROVISIONS

The City of Inglewood, California, hereby extends an invitation to submit a proposal, in accordance with this Request for Proposal (RFP), to provide labor and or and materials for the designated service. *Furthermore the City makes no representation that any agreement will be awarded to any firm responding to this request*. There are no expressed or implied obligations for the City to reimburse responding firms for any expense incurred in preparing a proposal in response to this request. All information submitted to the City of Inglewood shall become property of the City and will be returned to the proposer at the City's option.

Section 1. PRICES

The proposal shall state the total cost for the service as specified in this document.

Section 2. PAYMENT TERMS

Standard payment shall be made by City check.

Section 3. INGLEWOOD BUSINESS TAX CERTICATE

The vendor agrees to at all times during the performance of the agreement, obtain and maintain an Inglewood City Business Tax Certificate. The purchase of said Certificate must be made prior to the purchase of product or rendering services and a copy said Certificate must be forwarded to the Purchasing Division.

Section 4. SALES TAX (if applicable)

The City of Inglewood is subject to the payment of sales tax. All suppliers will be required to include in your proposal/price quote the City of Inglewood sales tax rate of 10%. If a proposer fails to include the City's sales tax rate in their proposal, the City will add the 10% amount to the proposal for evaluation purposes.

Section 5. INSURANCE REQUIREMENTS

When a contractor does work under a City purchase order, the managing Department must have on file valid certificates of insurance and the required endorsements. The Department must submit the required certificates and endorsements to the City Clerk, who will then forward the documents to the City Attorney's Office for review.

Required Insurance Coverages

The contractor shall obtain and maintain at its expense, until completion of performance and acceptance by City, the following insurance placed with an insurer admitted to write insurance in the state of California or a non-admitted insurer on State of California's *List of Eligible Surplus Lines Insurers* (LESLI) and the non-admitted insurer must have a rating of, or equivalent to,

A:VIII by A.M. Best Company:

a. **Commercial General Liability**
Commercial General Liability (equivalent in coverage scope to Insurance Services Office, Inc. (ISO) form CG 00 01 11 85 or 11 88) in an amount not less than $1,500,000 per occurrence and $2,000,000 general aggregate. Such insurance shall include products and completed operations liability, independent contractor's liability, broad form contractual liability, and cross liability protection. The "City of Inglewood, its officials, employees, and agents" must be separately endorsed to the policy as additional insureds on an endorsement equivalent to insurance Services Office, Inc. (ISO) forms CG 20 10 11 85 of CG 20 26 11 85.

b. **Automobile Liability**
Automobile Liability (equivalent in coverage scope to ISO form CA 00 01 060 92) in an amount not less than $1,500,000 combined single limit per accident for bodily injury and property damage covering Auto Symbol 1 (Any Auto). If an automobile is not used in connection with the services provided by the contractor, the contractor should provide you with a written request for a waiver of this requirement.

c. **Workers' Compensation and Employer's Liability**
Worker's Compensation as required by the California Labor Code and Employer's Liability in an amount not less than $1,500,000 per accident.

Required Insurance Documentation

a. **Certificate of Insurance**
The contractor must provide you with a Certificate of Insurance evidencing the required insurance set forth above. The Certificate Holder must be the "City of Inglewood," and the Certificate Holder's address must be the address of the City of Inglewood.

b. **Endorsements**
In addition to the Certificate of Insurance, the contractor must provide the following endorsements:

Cancellation Notice Endorsements.
Each policy must be endorsed to provide that the policy shall not be cancelled or non-renewed by either party or reduced in coverage or limits (except by paid claims) unless the insurer has provided the City with written notice thirty (30) days prior to cancellation or ten (10) days written notice for cancellation due to nonpayment of premium.

Primary and Non-contributory Coverage Endorsements.

The general liability and (if required) professional liability policies must be endorsed to provide that each policy shall apply on a primary and non-contributing basis in relation to any insurance or self-insurance, primary or excess, maintained by or available to the City or its officials, employees and agents.

Waiver or Modification of the Insurance Requirements
Any waiver or modification of the insurance requirements can only be made by the City Attorney. All waivers or modifications request are reviewed on a case-by-case basis.

Section 6. INDEMNIFICATION

Vendor shall indemnify and hold harmless the City and its officers, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of the performance of the work described herein, caused in whole or part by any negligent act or omission of the vendor, anyone directly or indirectly employed by any of them or anyone for whose acts may be liable, except where caused by the active, sole negligence, or willful misconduct of the City.

If any action or proceeding is brought against Indemnities by reason of any act of the matters against which consultant has agreed to indemnify Indemnities as provided above, vendor, upon notice from City, shall defend Indemnities at vendor's expense by counsel acceptable to City, such acceptance not to be unreasonably withheld.

Section 7. LOWEST RESPONSIBLE PROPOSER

Section 2-200 of the Inglewood Municipal Code states: "The expression 'lowest responsible proposer' as used in this article and the City's proposing documents shall be deemed to mean the lowest proposer whose offer best responds in quality, fitness, and capacity for the requirements of the proposed work or usage." In selecting the lowest responsible proposer, consideration will be given not only to the financial standing but also to the general competence of the proposer for the performance of the work covered by the proposal. To receive favorable consideration a proposer must present evidence that he/she has successfully performed similar work of comparable magnitude or submit other evidence satisfactory to the City that he/she or their associates are personally competent to manage the proposed undertaking and to carry it forward to a successful conclusion. Professional integrity and honesty of purpose shall be essential requirements.

A showing of adequate financial resource is required, but will not alone determine whether a proposer is competent to provide the proposed service. Each proposer must furnish, if required, a record of past performance and experience and substantiate that the organization, capital, personnel, and equipment (if applicable) are adequate for carrying out the required services successfully.

Section 8. NON-DISCRIMINATION

California State Labor Code §1735: Discrimination in Employment Because of Race, Color, etc.

No discrimination shall be made in the employment of persons working on behalf of or as an agent for the City of Inglewood because of the race, religious creed, color, national origin, or ancestry, physical disability, medical condition, marital status, or sex of such persons except as provided in Section 12940 of the Government Code, and every vendor for the City of Inglewood violating this section is subject to all the penalties imposed for a violation of this chapter.

Section 9. AWARD OF CONTRACT

Evaluations will be based on the criteria listed on page 20 of this document under "EVALUATION AND SELECTION PROCESS". The City may select a limited number of consultants for in-person

interviews before awarding a contract to the successful proposer.

Section 10. EXECUTION OF AGREEMENT

A proposer to whom award is made shall furnish all goods and/or services in accordance with the provisions hereof and within the time stated in the proposal. If a proposer to whom an award is made fails or refuses to enter into the contract as herein provided or to conform to any of the stipulated requirements in connection therewith, an award may be made to the proposer whose proposal is next most acceptable to the City. Such proposer shall fulfill every stipulation embraced herein as if he/she were the party to whom the first award was made. A corporation to which an award is made will be required, before the contract is finally executed, to furnish evidence of its corporate existence and of its rights to conduct business in the state of California.

Section 11. TERMINATION OF AGREEMENT

The City may terminate the contract at its own discretion or when conditions encountered make it impossible or impracticable to proceed, or when the City is prevented from proceeding with the contract by law, or by official action of a public authority.

Section 12. RIGHT OF CITY TO WITHHOLD PAYMENT

The City may withhold or nullify the whole or any part of any payment due the vendor to such extent as may reasonably be necessary to protect the City from loss as a result of:

1) Defective materials not remedied in accordance with provisions of specifications;
2) Claims or liens filed or reasonable evidence indicating probable filing of claims or liens;
3) Whenever the City shall, in accordance herewith, withhold any monies otherwise due the vendor, written notice of the amount withheld and the reasons therefore shall be given the vendor, and, when the vendor shall remove the grounds for such withholding, the City will pay to the vendor, within 35 calendar days, the amount so withheld.

Section 13. COST OF PROPOSAL

The proposer must present a concise list of the scope of services and the work products that the firm proposes to provide. Given the proposed scope of services and work products, discuss your proposed fee arrangement based on the curb mile cost (refer to Attachment 5).

Expenses such as travel, postage, reproduction and related costs necessarily incurred by proposer are to be reflected. Such expenses will not be eligible for reimbursement unless approved by the City in advance. Any costs incurred by Contractor which are not specifically provided for herein shall be the sole expense of the Contractor. Any omissions or ambiguities will be construed most favorable to the City.

Section 14. DURATION OF AGREEMENT

This agreement is for three (3) with the option of two (2) extensions at three (3) years per extension. based on contractor performance, and by mutual agreement of the City and Contractor.

Section 15. CHOICE OF LAW/VENUE

This agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie

exclusively in the County of Los Angeles, Superior Court, Southwest District, located at 825 Maple Avenue, Torrance California 90503-5058. In the event of litigation in the United States District Court, venue shall lie exclusively in the Central District of California, in Los Angeles, California.

Section 16. ADDENDUMS (REVISIONS TO THIS DOCUMENT)

In the event that it becomes necessary to clarify or revise this RFP, such clarification or revision will be by Addendum. Any Addendum will become part of this RFP and part of any contract awarded as a result of this RFP.

ALL ADDENDA WIL BE ISSUED ON THE CITY OF INGLEWOOD "OPEN BIDS AND RFP'S" WEB PAGE. CLICK ON THE RFP NUMBER LISTED ON THE COVER PAGE OF THIS DOCUMENT. TO ACCESS ADDENDA USE THE FOLLOWING WEB PAGE ADDRESS:

https://www.cityofinglewood.org/Bids.aspx

There are no designated dates for release of addenda. Therefore, interested proposers should check the Purchasing "Open Bids and RFP's" webpage on a daily basis. Vendors with no access to the internet should call the Purchasing Division to inquire about any issued addendums. It is the vendor's responsibility to either check the city website or call the Purchasing Division to obtain any addendums.

DECLARATION FOR THE PROPOSER

I declare that I am an authorized agent or officer of the entity submitting this proposal and in such capacity I am empowered to submit this proposal on behalf of (entity):

_____.

I also verify that all information submitted and contained herein is true and correct to the best of my knowledge and belief.

BY: Signature: _____

Printed Name: _____

Position/Title: _____

Date of Execution: _____

The balance of this page is intentionally left blank.

EXTENSION OF CONTRACT TO OTHER PUBLIC AGENCIES

The prices, terms and conditions of this proposal may be extended to other governmental agencies at the mutual agreement of both the City and the vendor. All requirements of the specifications, purchase orders, invoices, and payments with other agencies would be directly with the successful proposer. The City of Inglewood does not warrant any additional use of the contract by such agencies. The proposer's response as requested below will no way affect the City of Inglewood's consideration of this quote.

Please indicate if this quote will be extended to other public agencies, and the length of time it will remain in effect from the opening date of this quote.

Yes:_____ No: _____ Length of Time: _____ Days /Months

The balance of this page is intentionally left blank.

NON-COLLUSION DECLARATION

The undersigned hereby declares and says:

That he has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive proposal offered in connection with the contract described below.

(Full description of contract):

_____

_____

_____

_____

_____

_____

I declare under penalty that the foregoing is true and correct to the best of my knowledge.

Executed at _____, California, on

(Month & Date)_____, 20____.

_____
Signature of Officer or Authorized Agent

NO PROPOSAL FORM

TO ALL PROPOSERS:

IF YOU **DO NOT** INTEND TO SUBMIT A PROPOSAL FOR THIS PROJECT, PLEASE INDICATE BELOW AND RETURN THIS FORM TO THE PURCHASING DIVISION OF THE CITY OF INGLEWOOD.

_____ THE FIRM CANNOT SUPPLY THE SERVICES AS SPECIFIED, PLEASE CHANGE THE CLASSIFICATION OF OUR FIRM TO THE FOLLOWING:

_____

_____ THE FIRM BELOW CANNOT SUBMIT A PROPOSAL AT THIS TIME BECAUSE OF THE FOLLOWING:

_____.

_____ THE FIRM BELOW IS NOT INTERESTED IN BEING ON THE CITY OF INGLEWOOD VENDOR LIST, PLEASE REMOVE OUR NAME.

RFP Number: _____

Name of Firm: _____

Address: _____

_____

Phone: _____

Name of Individual: _____

Signature: _____

Date: _____