



**CITY OF BEVERLY HILLS
PUBLIC WORKS DEPARTMENT
345 FOOTHILL ROAD
BEVERLY HILLS, CALIFORNIA 90210**

ADDENDUM NO. 1

**Request for Proposal to Provide
Professional Lighting Services for the Procurement, Installation, Maintenance, Removal and
Replacement of Warm White LED Lights on Trees
within the City of Beverly Hills**

**Project No. 18-28
May 11, 2018**

The following changes, omissions, and/or additions shall apply to proposals made for and to the execution of the various parts of the work affected thereby, and all other conditions shall remain the same.

Item No. 1 – Warm white LED lights shall be wrapped according to the following lengths:

- Tall Palm Trees (**30-ft of lighting**, from 10-ft above ground to 40-ft in height)
- Short Palm Trees (**20-ft of lighting**, from 2-ft above ground to 22-ft in height)
- Ficus Trees (**13-ft of lighting**, from 2-ft. above ground to 15-ft in height)
- Decorative Trees (**8-ft of lighting**, from 2-ft above ground to 10-ft in height)

Therefore, Task 1 – items A through O, shall be revised as follows:

A. Rodeo Drive Side Walk Palm Trees between S. Santa Monica & Wilshire Blvd (82 Short Palm Trees)

- i. Wrap LED lights from 2-ft above ground up to **22-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

B. South Santa Monica Palm Trees between Wilshire Blvd. and Crescent Dr. (66 Short Palm Trees)

- i. Wrap LED lights from 2-ft above ground up to **22-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

C. South Santa Monica Ficus Trees between Wilshire Blvd. and Moreno Drive (40 Ficus Trees)

- i. Wrap LED lights from 2-ft above ground up to **15-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

D. Beverly Canon Garden – Small Tree Trunk Wraps (16 decorative trees)

- i. Wrap LED lights from 2-ft above ground up to **15-feet** in height including branches as seen in example photo.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

E. North Beverly Drive Palm Trees between Wilshire Blvd. and S. Santa Monica Blvd. (47 Short Palm Trees)

- i. Wrap LED lights from 2-ft above ground up to **22-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs

iii. Strand shall have green colored cord

F. Dayton Way Palm Trees between Canon Drive and Rodeo Drive (40 Short Palm Trees)

- i. Wrap LED lights from 2-ft above ground up to **22-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

G. Brighton Way Palm Trees between Crescent Drive and Wilshire Blvd. (70 Short Palm Trees)

- i. Wrap LED lights from 2-ft above ground up to **22-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

H. Canon Drive Palm Trees between Wilshire Blvd. and South Santa Monica Blvd. (65 Short Palm Trees)

- i. Wrap LED lights from 2-ft above ground up to **22-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

I. N. Crescent Dr. Palm Trees between Dayton Way and Brighton Way (22 medium-Tall Palm Trees)

- i. Wrap LED lights from 2-ft above ground up to **32-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

J. South Beverly Drive Ficus Trees between Wilshire Blvd and Olympic Blvd (82 Ficus Trees)

- i. Wrap LED lights from 2-ft above ground up to **15-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

K. Robertson Blvd. between Wilshire Blvd. and Gregory Way (34 Ficus Trees)

- i. Wrap LED lights from 2-ft above ground up to **15-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

L. Robertson Blvd. between Gregory Way and Olympic Blvd (Westside of Robertson Blvd. only, 18 Ficus Trees)

- i. Wrap LED lights from 2-ft above ground up to **15-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

M. La Cienega Blvd. between Clifton Way and Gregory Way (41 Ficus Trees)

- i. Wrap LED lights from 2-ft above ground up to **15-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

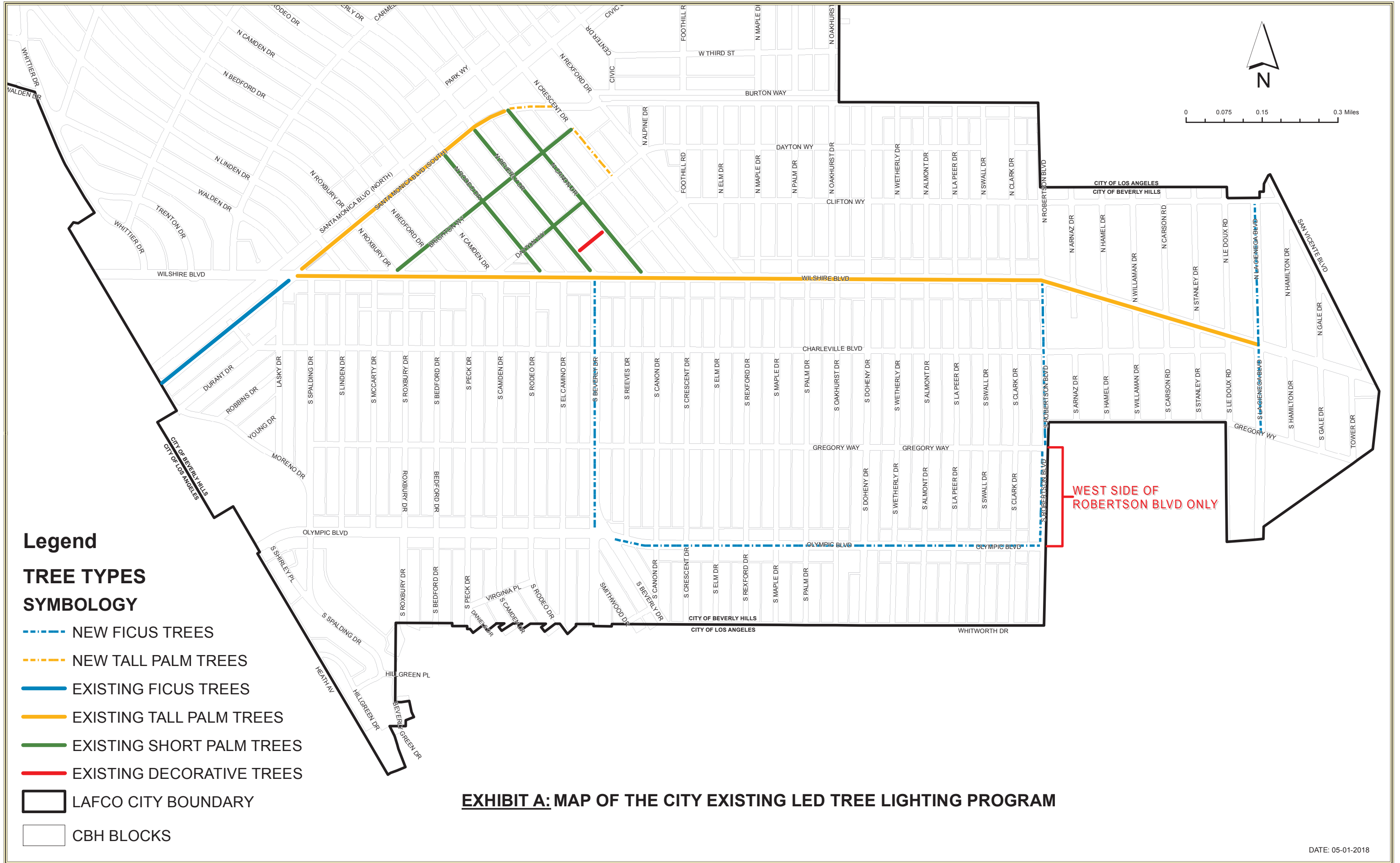
N. Wilshire Blvd. between S. Santa Monica Blvd to La Cienega Blvd. (282 Tall Palm Trees)

- i. Wrap LED lights from 10-ft above ground up to **40-feet** in height.
- ii. Spacing shall be 4-in between LED light bulbs
- iii. Strand shall have green colored cord

O. Olympic Blvd. between Robertson Blvd. and Beverly Drive (28 Ficus Trees)

- iv. Wrap LED lights from **2-ft above** ground up to **15-feet** in height.
- v. Spacing shall be 4-in between LED light bulbs
- vi. Strand shall have green colored cord

Item No. 2 – Vendors shall use the attached Revised Exhibit A dated (05-01-2018) to replace original Exhibit A provide in RFP.



Legend

**TREE TYPES
SYMBOLY**

- - - NEW FICUS TREES
- - - NEW TALL PALM TREES
- EXISTING FICUS TREES
- EXISTING TALL PALM TREES
- EXISTING SHORT PALM TREES
- EXISTING DECORATIVE TREES

- LAFCO CITY BOUNDARY
- CBH BLOCKS

EXHIBIT A: MAP OF THE CITY EXISTING LED TREE LIGHTING PROGRAM

Item No 3 – Below are the City’s responses to questions we have received:

Question 1: Does the bidder take over the maintenance of existing lighting during the change-out process?

Answer: Yes, maintenance responsibility shall start upon contract execution with the City.

Question 2: Is the City expecting to trim trees before the installation?

Answer: Majority of trees either have already been trimmed or will not be scheduled for trimming. Ficus trees on S. Beverly might be scheduled for trimming by October, and the City will coordinate with the successful vendor.

Question 3: What is the frequency of tree maintenance? Will we be responsible if light lines are damaged from tree maintenance?

Answer: Tree maintenance schedule is based conditions of trees and availability of budget. The City will coordinate with the successful vendor for any planned tree maintenance activities. Vendor shall not be responsible for light line damages if vendor can prove that damages are a direct result of tree trimming activities.

Question 4: Is the City planning to trim ficus trees before installation?

Answer: See response in Question 2.

Question 5: Does the bidder have to include any type of electrical/technical drawings?

Answer: Bidders are not required to include electrical or technical drawings, however, the City does require in Item G – Section 5 Elements of the Proposal to provide specification sheets for all proposed materials. The City will also require the successful vendor to maintain a complete and accurate datasheet of inventory items purchased and installed as well as a detailed inspection and maintenance log as part of the contract. Although not anticipated, the vendor will be responsible for any technical drawings or plan necessary to secure permits based on the method and manning in which the work is proposed.

Question 6: What is the permit process?

Answer: City staff will assist with the vendor with the waiver of fees associated with any permits. It is anticipated that at a minimum, a Right-of-Way Use permit will be required. The permit allows the vendor to park its vehicle(s) on any curb side within the City’s public right-of-way (except for fire lane and handicapped parking) to perform its work. Permits shall be placed in each vehicles dashboard visible to the outside. Vendors are required to obtain additional or other necessary permits and provide the necessary submittals based on the method and manner in which the work is proposed.

Question 7: Is there a location available for equipment parking? Overnight parking?

Answer: Generally speaking, the City will assist with accommodating temporary equipment parking and overnight parking, so long as it does not conflict with other City priorities when requested.

Question 8: Will the City provide all outlets in working order? What will the protocol be for issues that arise from lack of power for new lighting?

Answer: Yes, the City will provide all outlets in working order. Vendor is responsible to reset GFCIs when tripped as indicated in Task 2. Vendor shall notify City staff via emails of any missing, malfunctioning or outlets having lack of power. City, in its sole judgment, will determine the power availability and functionality as outlined in RFP and address power-related issues. A lack of available power at the time of installation does not relieve the vendor of the requirement

to install the associated lighting. Vendors may inquire on a per unit basis if the lighting is to be installed if there is no immediately available power source.

Question 9: What is the City's current inventory of Christmas lights?

Answer: Current inventory of the City's Christmas lights are shown below

Beverly Hills Holiday Inventory

#	Item	QTY	Street Location	Year of Use	Notes
1	Chunky Pre-Lit Garland		Canon Dr. Street Poles - Santa Monica Blvd to Wilshire	1st	
2	Columns	35	S. Beverly - Wilshire to Gregory Way	1st	
3	La Cienga String Lights	508			
	<i>Blue</i>	100	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Green</i>	100	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Orange</i>	142	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Pink</i>	166	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
4	Large Snowflakes	115	S. Santa Monica Blvd. Ficus trees - Wilshire to Moreno	1st	
5	Light Tubes 24"	144			
	<i>Red</i>	48	Robertson Ficus Trees - Wilshire to Gregory Way	1st	
	<i>Blue</i>	48	Robertson Ficus Trees - Wilshire to Gregory Way	1st	
	<i>Green</i>	48	Robertson Ficus Trees - Wilshire to Gregory Way	1st	
6	Light Tubes 36"	180			
	<i>Blue</i>	60	Robertson Ficus Trees - Wilshire to Gregory Way	1st	
	<i>Red</i>	60	Robertson Ficus Trees - Wilshire to Gregory Way	1st	
	<i>Green</i>	60	Robertson Ficus Trees - Wilshire to Gregory Way	1st	
7	Multi-Color String Lights	910	Robertson Ficus Trees - Wilshire to Gregory Way	2nd	
8	N. Beverly Tubos	799			
	<i>Small</i>	194	N. Beverly Overhead - Santa Monica Blvd. to Wilshire	1st	
	<i>Medium</i>	402	N. Beverly Overhead - Santa Monica Blvd. to Wilshire	1st	
	<i>Large</i>	203	N. Beverly Overhead - Santa Monica Blvd. to Wilshire	1st	
9	N. Beverly Tubos Rigging + DMX		N. Beverly Overhead - Santa Monica Blvd to Wilshire	1st	
10	Obelisk	18	N. Canon - Santa Monica Blvd to Wilshire	1st	
11	S. Beverly String Lights	504			
	<i>Blue</i>	126	S. Beverly Ficus Trees - Wilshire to Gregory Way	1st	
	<i>Green</i>	126	S. Beverly Ficus Trees - Wilshire to Gregory Way	1st	
	<i>Orange</i>	126	S. Beverly Ficus Trees - Wilshire to Gregory Way	1st	
	<i>Pink</i>	126	S. Beverly Ficus Trees - Wilshire to Gregory Way	1st	
12	Santa's Deers	9	Wilshire Overhead - Wilshire and Beverly Dr.	5th	
13	Santa's Sleigh	1	Wilshire Overhead - Wilshire and Beverly Dr.		Repainted in 2017 w/ BOLD Holiday color scheme
14	Skinny Pre-Lit Garland		S. Santa Monica Street Poles - Wilshire to Moreno	2nd	
15	Small Snowflakes	165	S. Santa Monica Blvd. Ficus trees - Wilshire to Moreno	3rd	
16	Spans	6			
17	Spheres - Large 10"	354			
	<i>Blue</i>	59	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Green</i>	59	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Orange</i>	59	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Pink</i>	59	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Purple</i>	59	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Red</i>	59	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
18	Spheres - Medium 7.5"	360			
	<i>Blue</i>	60	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Green</i>	60	La Cienga Ficus Trees - Clifton Way to Gregory Way		
	<i>Orange</i>	60	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Pink</i>	60	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Purple</i>	60	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Red</i>	60	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
19	Spheres - Small 6"	288			
	<i>Blue</i>	48	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Green</i>	48	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Orange</i>	48	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Pink</i>	48	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Purple</i>	48	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
	<i>Red</i>	48	La Cienga Ficus Trees - Clifton Way to Gregory Way	1st	
20	Warm String Lights	750		3rd	Brand new lights are in city of Beverly Hills

Question 10: Is vendor to include actual full resumes for key personnel or more of a general company/firm profile including key personnel qualifications?

Answer: Vendor is encouraged to highlight sufficient qualifications of key personnel and company's profile in the proposal while maintaining the 15-page proposal limit. More detailed resume descriptions of key personnel and firm may be included as part of the appendix which is counted separately from the proposal page limit and may be used by the City in the selection process.

Question 11: Do you have an approved clarification of prevailing wage requirements from DIR? There are many sections or rates, from lighting maintenance to general workers to electricians. What is the City requesting for category?

Answer: Vendor is responsible for correctly identifying the categories associated with DIR prevailing wage requirements based on the methods and manner in which the work is proposed. The City has provided detailed descriptions of the work required to be performed. The successful vendor shall be responsible for properly identifying the trades necessary to perform the work described and comply with DIR requirements.

Question 12: Is State Contractor's license B ok?

Answer: Yes.

Question 13: When is the earliest new installations can start?

Answer: We interpret "new" to mean installations for tree lightings being added that are not existing. New installations shall start upon contract execution. The City will issue the "Notice-to-Proceed" to the successful vendor to begin the purchasing and installation process upon execution of the contract. We are aware that material purchase does require time and will coordinate with the successful vendor accordingly.

Question 14: In Item O – 28 Ficus trees – are you requesting trees be lit 40-ft tall & width of limb as well?

Answer: There was an error in the 40-ft description. Ficus trees are to be lit 13-ft of lighting from 2-ft to 15-ft. See revised description in this Addendum above.

Question 15: In Item O – 28 Ficus trees – are you requesting trees be lit 40-ft tall & width of limb as well?

Answer: There was an error in the 40-ft description. Ficus trees are to be lit 13-ft of lighting from 2-ft to 15-ft. See revised description in this Addendum above.

Question 16: Item O - Will these trees be trimmed and if so, when?

Answer: For purposes of this RFP, assume these trees will either not be trimmed or will be trimmed prior to the LED lights installation.

Question 17: You mention icicle lights in the RFP, are these snow tube lights?

Answer: We refer to these as icicles but we have also heard "snow tubes", specifications for icicle lights are included in this Addendum No.1.

Question 18: I noticed a lot of lights out on palm trees. Is there a current maintenance program in place?

Answer: Yes, we currently have a vendor inspecting and maintaining the lights. The vendor has been notified of the lighting conditions.

Question 19: Do any of the palm trees get multi-colored lights?

Answer: As part of this RFP's work, palm trees are not receiving multi-colored lights.

Item No. 4 - The specifications for the Warm White LED lights, Single-Colored and Multi-colored LED lights are as follows:

- Sival LED Polka Dot String Lights
- 23.7-ft strand length
- 70 lights per strand
- 4" spacing btw LED light bulbs
- 4.83 Watts per strand for 0.07 watts per bulb

ICECLE LED LIGHTS

Typical Blue Snowfall Tube

Bulb Type	LED
Light Color	Blue
LED's Per Tube	48 LED
Watts Per Tube	1.8 Watts
Voltage	120V
Connection	C9 base
Size	36" Inches
Light Display	Cascade
Bulb Life	40,000 Hours
Rating	UL Listed
Use	Indoor/Outdoor

SPHERES – Typical 10" Sphere

Bulb Type	LED
Light Color	Purple
LED's Per Sphere	150 LED
Watts Per Set	9.6 Watts
Voltage	120V
Connection	Stackable Male Plug
Dimmable	Yes
Size	10" Inches
Lead Length	12 Feet
Light Display	Steady Burn
Bulb Life	40,000 Hours
Rating	UL Listed
Use	Indoor/Outdoor

Item No. 5 – General terms and conditions

- For new installations and change outs (holiday, etc.), vendor shall provide at least one tree of each type as a mock-up to be inspected and approved by City prior to full installation.
- Holiday lighting installation shall be completed within 2 to 3 weeks prior to the scheduled date of the Holiday Lighting Ceremony. It cannot be less than 2 nor more than 3 weeks prior to the ceremony.
 - City may require that the lighting remain turned off until after the Holiday Lighting Ceremony
- Holiday lighting removal shall be completed no earlier than December 28th and no later than January 10th of the New Year.

Please Note: Vendors must acknowledge receipt of Addendum No. 1 in proposal submittal.

End of Addendum No. 1