



**THE
HOLLYWOOD
PARTNERSHIP**

**The Hollywood Partnership
Request for Quotes
Tree Pruning Services
Released: Friday, March 19 2021**

**Due: 6:00 p.m. PST, Wednesday, April 7, 2021
Contact: Rich Sarian, Place Enhancement Manager
6562 Hollywood Blvd.
Hollywood, CA 90028
323-463-6767
Rich@hollywoodbid.org**

Section One: Introduction

The Hollywood Partnership is the organization that manages the Hollywood Entertainment District, a ten-year Property-Based Improvement District (PBID) that stretches along the world-famous Walk of Fame and spans historic Hollywood Boulevard, from the LaBrea Avenue Gateway on the west to the Hollywood 101 Freeway on the east. Many of Hollywood's famous landmarks are located in the District – the epicenter of the entertainment capital of the world and birthplace of the movie industry.

In furtherance of our mission to curate an environment that exceeds the expectations of our residents, visitors, and businesses. The Hollywood Partnership (HP) invites all qualified parties to submit their quotes for tree pruning services in the Hollywood Entertainment District (HED) Business Improvement District (BID).

Section Two: Scope of Work

The Scope of Services shall include:

1. Securing all permits for pruning and removal of trees from the necessary department(s) in the City of Los Angeles.
2. Pruning of 30 Carrotwood Trees – Map included in Attachment A
3. Pruning of 43 Evergreen Pear Trees, after bloom season – Map included in Attachment A
4. Pruning of 11 Magnolia Trees, after bloom season– Map included in attachment A
5. Pruning of 25 Weeping Bottle Brush Trees –Map included in Attachment A
6. Pruning of 3 Ficus Trees – Map included in attachment A
7. Pruning of 415 Mexican Fan Palms – Map included in Attachment A

Section Three: Submittal Instructions

A digital copy of your quote and qualifications should be submitted in PDF format no later than 5 p.m. April 7, 2021 and directed to:

Hollywood Property Owners Alliance
Rich Sarian – Place Enhancement Manager
Rich@hollywoodbid.org

Qualified vendors are encouraged to send an email ASAP indicating their intent to submit a quote or proposal. This notification should be submitted by Monday, March 29.

Faxed submittals are not acceptable. Late bids are not acceptable and will not be considered in this procurement process.

Any questions regarding this Request for Quotes (RFQ) should be emailed to Rich Sarian at Rich@hollywoodbid.org. The HP will provide an addendum with responses to submitted questions by Wednesday, March 31, 2021. Phone calls and other solicitation discouraged.

Proposals should include:

- Section 1 - A profile and background of the firm profile
- Section 2 - Portfolio of three (3) comparable projects
- Section 3 - Itemized costs according to the species enumerated and described in Section Six of this RFQ
- Section 4 - Vendor availability/ timeline for completion by November 1st.
- Section 5 - Three (3) professional references (Name, Affiliation, Email & Phone)

The HP is a highly publicly visible organization within the community. Our stellar reputation is of paramount importance. To this end, it expected that its employees and vendors perform in a manner that reflects our community to community, integrity, and high-quality customer service. As The Hollywood Partnership ensures the protection of our environment, we respect the bird nesting season. In the City of Los Angeles, this generally runs from March 1 – August 31. Additionally, we strongly advise that flowering trees not be trimmed until after bloom season.

Section Four: Bidder Qualifications

1. Bidder is required to adhere to the ANSI A-300 standards for tree pruning and ANSI Z-133 Safety Requirements for Arboricultural Operations.
2. All tree work shall be done by or under the direct supervision of an International Society of Arboriculture (ISA) Certified Arborist. Per ANSI-300 guidelines for tree pruning and maintenance, pruning shall be performed only by arborists or other qualified professionals who, through related training and on-the-job experience, are familiar with the standards, practices, and hazards of

arboriculture related to pruning and the equipment used in such operations. Proof of qualifications should be submitted with quotes.

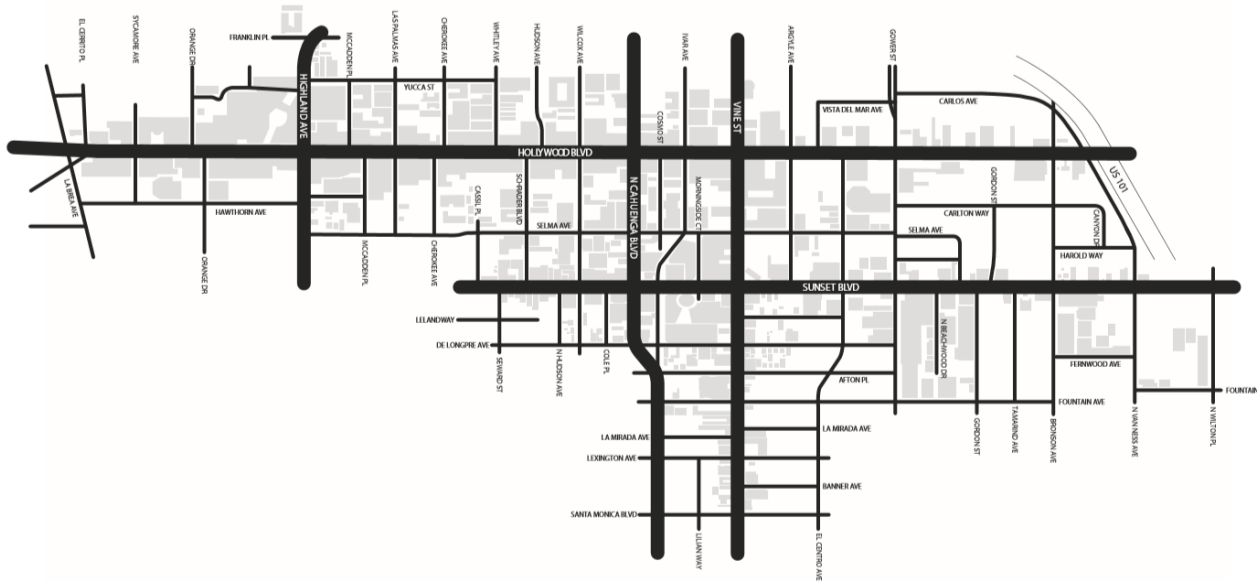
Section Five: Selection Process / Timeline

The HP will review and evaluate all proposals submitted in response to this RFQ. A vendor will be chosen once all quotes are received on April 7, 2021. Applicants can expect to hear back on a decision by May 1, 2021.

The proposals will be evaluated according to:

- Company experience and expertise in tree pruning and removal services
- Proven track record of exemplary customer service and follow-up
- Demonstrated ability through comparable success
- Proposed cost
- Vendor availability for completing the scope of work in a timely fashion.
- Professional reputation

Section Five: Area Description



The HPOA, a 501(c) 6 organization, is responsible for the administration of the BID. A map of the district is included above. Generally, the BID is bounded by La Brea to the west, Yucca to the north, US101 to the east, and Santa Monica to the south. As shown in the map above, those boundaries are not hard and fast as the BID is shaped more so as an inverted triangle rather than a rectangle.

Vendor must complete the contracted scope of work by November 1, 2021.

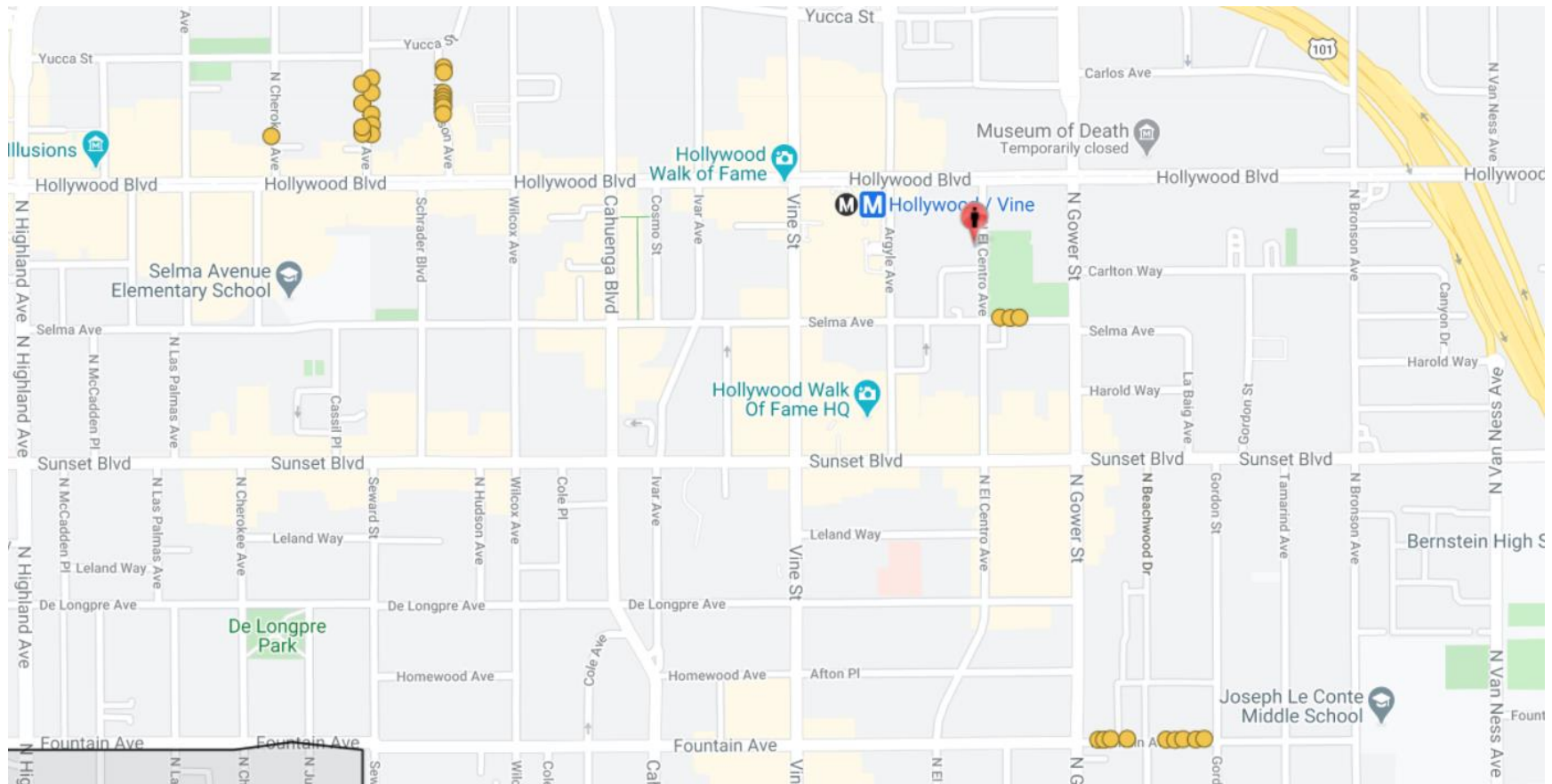
The HP will often promote the beautification of the district and ongoing maintenance of its urban canopy. This will include, but is not limited to, photos of vendor work in progress, vendor's completed work, and any other efforts in regard to the trees in the district. These photos and the like will be used in The HP publications, social media accounts, website, and anywhere else with proper credit given for the work completed.



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Attachment A - Tree Trimming Services RFQ

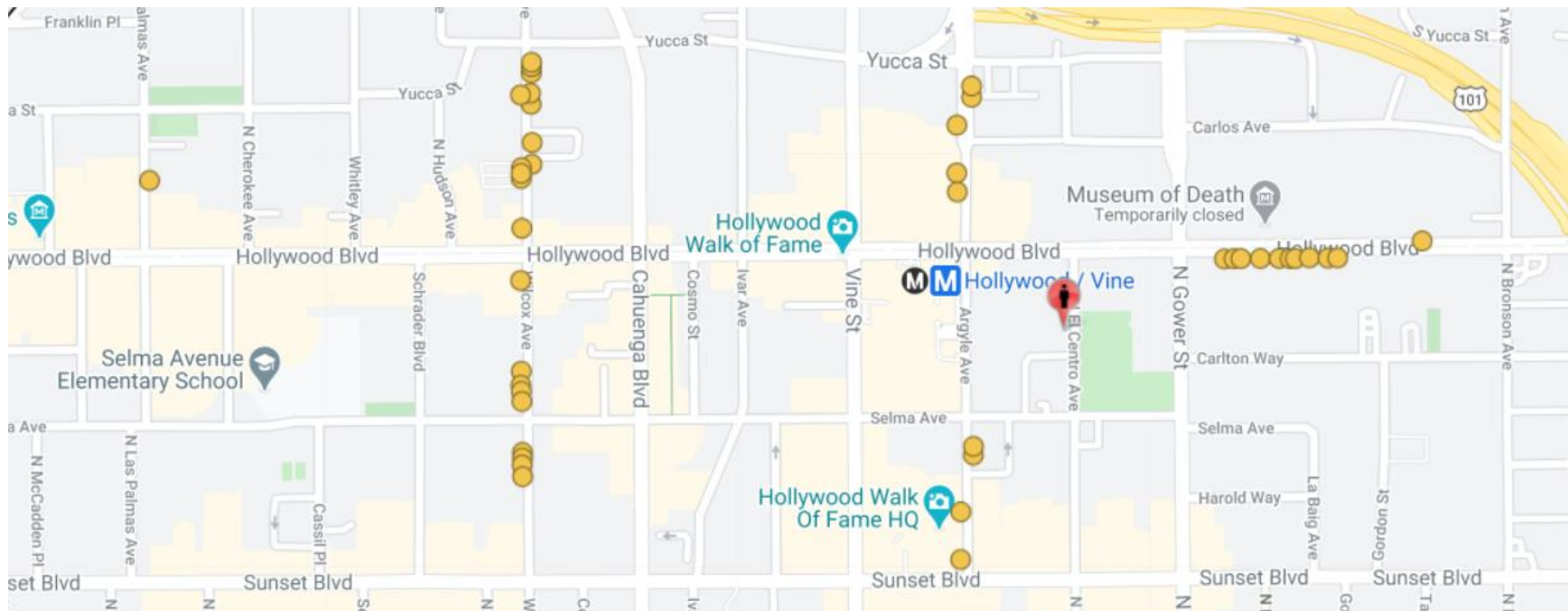
Carrotwood Tree Locations (30)





Attachment A - Tree Trimming Services RFQ

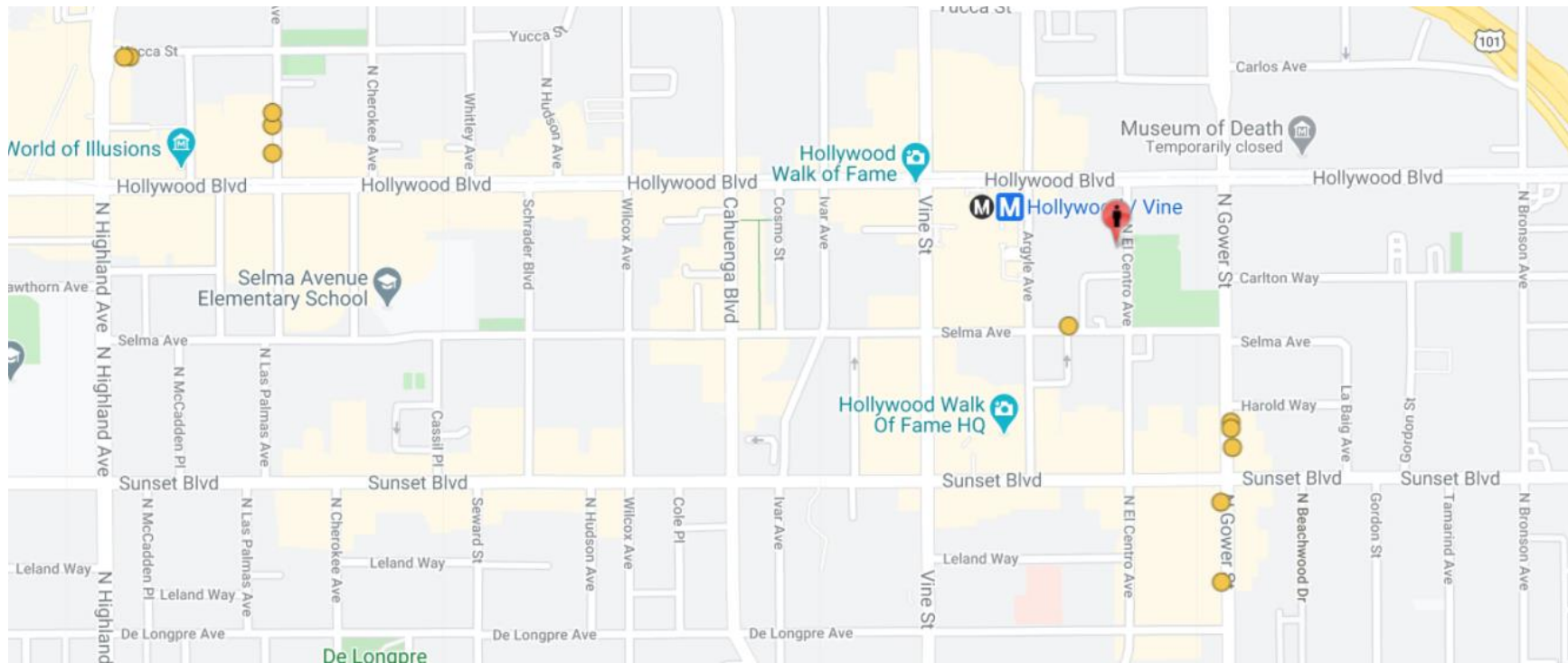
Evergreen Pear Tree Locations (43)





Attachment A - Tree Trimming Services RFQ

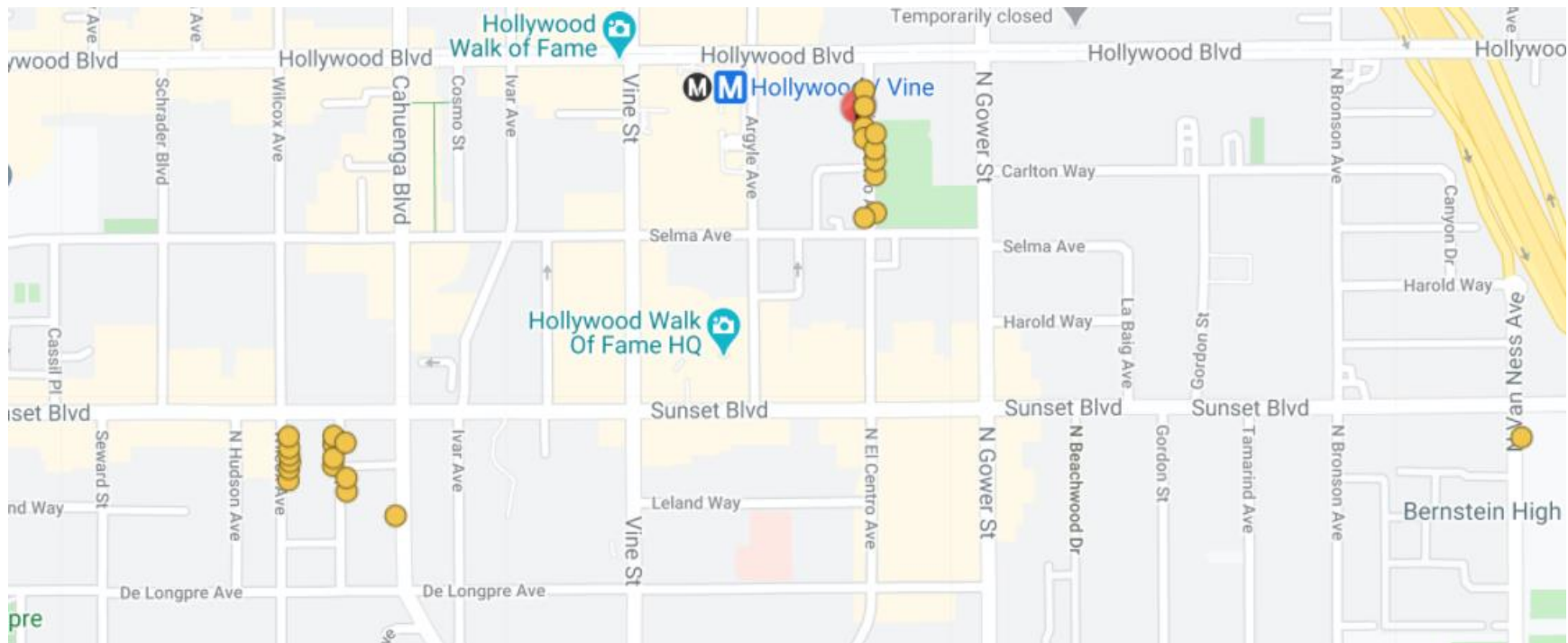
Magnolia Tree Locations (11)





Attachment A - Tree Trimming Services RFQ

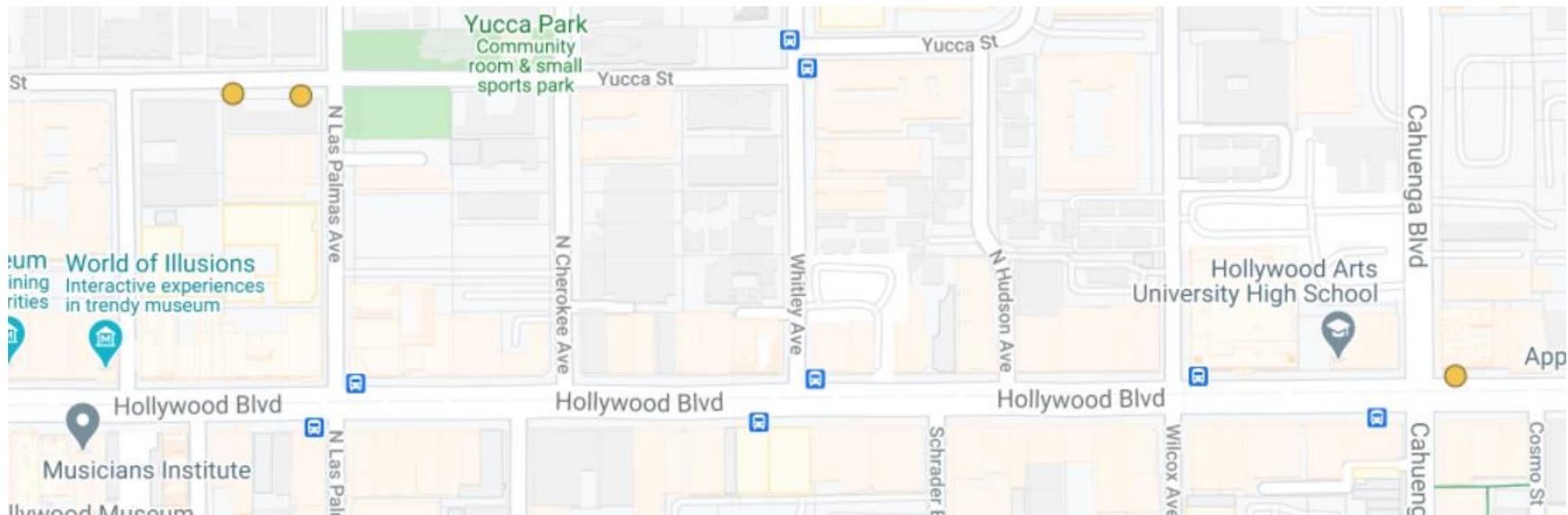
Weeping Bottle Brush Tree Locations (25)





Attachment A - Tree Trimming Services RFQ

Ficus Tree Locations (3)





Attachment A - Tree Trimming Services RFQ

Mexican Fan Palm Locations (415)

