



October 17, 2022

To: All Potential Bidders  
From: Kelly Vu, Business Services Supervisor  
Re: RFI #1, Q & A, IFB # EQC-01-22

The purpose of this RFI (Request for Information) is to transmit "Questions and Answers" regarding the technical components of the IFB Horse Feeding, Box Stall Cleaning & Arena Maintenance. All terms and conditions of the original IFB notice remain unchanged.

### Questions and Answers

#### Questions:

1. On page 4 Part II General Information C. Delivery of Proposals, it states, "One (1) PDF copy of the entire proposal as well as one (1) Microsoft Word copy (Where applicable)." Is a PDF copy sufficient? Or, do we need to provide a Microsoft Word document copy as well?

**Answer:** One (1) PDF copy of the entire proposal will suffice.

2. Is prevailing wage required for this contract and if so what is the job classification and hourly rate?

**Answer:** Refer to page 41, Exhibit A, under Scope of Work for information on Prevailing Wage.

3. Do pages of the IFB without fields of data entry need to be included in the proposal or only pages with fields to be filled?

**Answer:** As stated on page 4, Part C, under Delivery of Proposals - One (1) PDF copy of the entire proposal as well as one (1) Microsoft Word copy (Where applicable). Be sure to include all MANDATORY Forms as stated on page 25, A.

4. Regarding Attachment 3, Financial Proposal bid form, under "Daily Price"- For example line one, should we provide pricing for each horse or for the total quantity (180)?

**Answer:** Please note that the previous Financial Proposal Bid Form on Page 29, Attachment 3, pages 1-5 has been deleted in its entirety and is being replaced with Financial Proposal Bid Form, Amendment #1 . Bidders must use the updated Financial Proposal Bid Form when submitting proposal for IFB #EQC-01-22.

See Addendum #1.

5. Will Storm Water Pollution Prevention measures be the responsibility of the contractor?

**Answer:** Yes, Storm Water Pollution Prevention measures are the sole responsibility of the Contractor. Under no circumstances should any fluids, manure or pollutants be allowed to enter the storm drain system. The management of manure on District property includes disposing of manure properly in proper waste bins.
6. On page 25 Part VIII Forms A. under checklist it states, "Attachment 3 Financial Proposal Bid Form (3 Pages)...". However, there are (6) pages in the Financial Proposal Bid Form, so, should we provide all (6)?

**Answer:** All pages must be submitted.

See Addendum #1.

7. On page 15 under Stall Cleaning, section b, the IFB states that "Box horse stalls must be completely stripped daily...". This is not an industry standard for "cleaning" a horse stall. This requirement makes it impossible to bid as the amount of shavings required to accomplish this task would be impossible to acquire and store on site.

**Answer:** Page 15, Section A.2., Scope of Work, Stall Cleaning.

The original statement of b. Box horse stalls must be completely stripped daily. Completely stripped, for the purpose of this scope of work is defined as removal of all types of bedding, including but not limited to straw, wood shavings and pellets, shredded cardboard, as well as hay, feed, newspaper, horse urine and fecal material, on stall floor down to the original base footing. Some bedding and particles may be impractical to remove.

Has been revised to the following:

b. Box horse stalls must be cleaned daily. For the purpose of this scope of work, cleaned is defined as removal of all types of debris including but not limited to horse urine and fecal matter, contaminated bedding, including but not limited to straw, wood shavings and pellets, shredded cardboard, as well as hay, feed and/or newspaper, on stall floor. Some bedding and particles may be impractical to remove. Should a vacancy occur (horse leaves or is moved from one stall to another), a complete stripping of the vacated stall must be completed. Complete stripping, for the purpose of this scope of work is defined as removal of all types of bedding, including but not limited to straw, wood shavings and pellets, shredded cardboard, as well as hay, feed, newspaper, horse urine and fecal material, on stall floor down to the original base footing. Some bedding and particles may be impractical to remove.

See Addendum #1.

8. On page 15 under Arena Maintenance, it is unclear on what material the District will ultimately accept for footing. The IFB does not specify how many times per year the footing will be required to be replaced, or if it will have to be replaced, or who will be making that determination.

**Answer:** The District will be assuming responsibility of the equestrian center facility as is. As such, refer to page 15, 2. Scope of Work, Arena Maintenance, line d.

The current IFB is not requiring replacement of arena footing. District management will review and make a determination as to the need for footing replacement. Should the footing need replacing a separate bid will be released.

9. Does the contractor have to provide all of the feeds listed (alfalfa, bermuda, timothy, cubes) or will it be the contractor's choice of which ones to provide?

**Answer:** Contractor will be required to provide feed per examples provided in IFB.

10. Will any feeds not listed ever be required to be supplied?

**Answer:** Contractor will not be required to supply feed not listed in IFB.

11. Will there be additional covered hay storage available?

**Answer:** District will work with Contractor to provide storage for hay on District property.

12. Where will contractor be allowed to store the shavings that are required to be used per the contract?

**Answer:** District will work with contractor to allow storage of shavings on District property.

13. If the waste containers (shavings and manure) are full where will the contractor be allowed to dump the waste?

**Answer:** District will provide alternate dumpster(s) for shavings and manure should a waste container be full.

14. Who will make the determination when the arenas will need to be redone with new footing?

**Answer:** District will be assuming responsibility of the equestrian center facility as is. District management will review and make a determination as to the need for footing replacement. Should the footing need replacing a separate bid will be posted.

15. How many times per year will the footings need to be redone?

**Answer:** District will be assuming responsibility of the equestrian center facility as is. District management will review and make a determination as to the need for footing replacement. Should the footing need replacing a separate bid will be posted.

16. Who will make the determination when arenas will be closed due to inclement weather? If the District makes the decision will ample time be given to complete the task by 6pm?

**Answer:** District will notify Contractor immediately, upon making the determination to close the arenas due to inclement weather, to provide Contractor as much time as possible to complete the task of sealing arena(s) by 6:00 p.m.

17. Who will make the determination when arenas will be opened after inclement weather?

**Answer:** District will determine if and when arenas will be closed due to inclement weather.

18. How will the contractor know what feed to give each horse?

**Answer:** District will provide the feed schedule based on information provided by renters to Contractor.

19. How will the contractor be notified of a change in a horse's feed?

**Answer:** District will notify Contractor of any changes to a horse's feed schedule based on information provided by renter.

20. Will there be a minimum amount paid by the District regardless of the number of horses on the property?

**Answer:** Quantities listed are for evaluation purposes only and do not imply any guaranteed minimum or maximum usage by the District. Prices quoted shall remain firm for the term of the Agreement.

Please note that the previous Financial Proposal Bid Form on Page 29, Attachment 3, pages 1-5 has been deleted in its entirety and is being replaced with Financial Proposal Bid Form, Amendment #1. Bidders must use the updated Financial Proposal Bid Form when submitting proposal for IFB #EQC-01-22.

21. How is redoing the footing to be billed or is it to be worked into the daily dragging fee?

**Answer:** Section A. 2., Arena Maintenance, d) Contractor shall maintain arena footing with a minimum of 4 inches of base i.e. stone dust, decomposed granite, or similar material (that is within industry standard), with a minimum of 2 inches of footing i.e. sand, dirt/clay, stone dust, decomposed granite, etc. (must specify material to be used and get District approval prior to installation), atop the base. Bids submitted for arena maintenance should include Contractor costs associated with arena maintenance based on minimum requirements.

Please send an email to acknowledge if you intend to bid on this project. **Failure to acknowledge any RFI(s) and any Addendum(s) will result in disqualification.**

*-End RFI #1-*



October 17, 2022

To: All Potential Bidders

From: Kelly Vu, Business Services Supervisor

Re: Addendum #1, IFB #: EQC-01-22

The purpose of this addendum is to revise the components of the Invitation For Bid (IFB) for the Horse Feeding, Box Stall Cleaning & Arena Maintenance. All terms and conditions of the original IFB remain unchanged.

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Document to be revised as follows:

## **1. IFB, PART V, STATEMENT OF WORK TO BE PERFORMED**

Section A.1., Scope of Work, Minimum Requirements, j.

Please note that the following has been added:

j. Any and all equipment containing an engine, whether rented or owned, that is utilized by Contractor on District property, must contain and display a valid permit issued by the South Coast Air Quality Management District (SCAQMD). Should any Contractor equipment be found in violation of this requirement by the SCAQMD, Contractor will be responsible for paying resulting fine to the SCAQMD at Contractor's sole expense. Equipment should be in compliance with all State and Federal Regulations. All Equipment must be in working order with no leaks and equipment should have properly working horns, signals, rear and side view mirrors, etc. Contractor will be required to provide a list of the equipment and supplies that will be utilized in the implementation of this contract. District is in no way liable or responsible for any equipment brought onto District property by the Contractor.

## **2. IFB, PART V, STATEMENT OF WORK TO BE PERFORMED**

Section A.2., Scope of Work, Stall Cleaning, b.

Original: "Box horse stalls must be completely stripped daily. Completely stripped, for the purpose of this scope of work is defined as removal of all types of bedding, including but not limited to straw, wood shavings and pellets, shredded cardboard, as well as hay, feed, newspaper, horse urine and fecal material, on stall floor down to the original base footing. Some bedding and particles may be impractical to remove."

Change To: "Box horse stalls must be cleaned daily. For the purpose of this scope of work, cleaned is defined as removal of all types of debris including but not limited to horse urine and fecal matter, contaminated bedding, including but not limited to straw, wood shavings and pellets, shredded cardboard, as well as hay, feed and/or newspaper, on stall floor. Some bedding and particles may be impractical to remove. Should a vacancy occur (horse leaves or is moved from one stall to another), a complete stripping of the vacated stall must be completed. Complete stripping, for the purpose of this scope of work is defined as removal of all types of bedding, including but not limited to straw, wood shavings and pellets, shredded cardboard, as well as hay, feed, newspaper, horse urine and fecal material, on stall floor down to the original base footing. Some bedding and particles may be impractical to remove."

### **3. IFB, ATTACHMENT #3, FINANCIAL BID FORM**

Please note that the previous Financial Proposal Bid Form on Page 29, Attachment 3, pages 1-5 has been deleted in its entirety and is being replaced with Financial Proposal Bid Form, Amendment #1, pages 1-10. Bidders must use the updated Financial Proposal Bid Form when submitting proposal for IFB #EQC-01-22

**Important: It is the Bidder's responsibility to confirm in writing receipt of all addenda issued to this IFB. Failure to confirm in writing receipt of all addenda in any proposal will render the proposal non-responsive and result in its rejection. See IFB, page 10, Addenda (Changes to the IFB)**

Thank you.

**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**

Page 1 of 10

The “Financial Proposal Bid Form” will be used to determine the “not to exceed” amount of the contract. The District shall only be billed for actual services provided. Prices shall include direct costs, indirect costs and profit. Quantities listed are for evaluation purposes only and do not imply any guaranteed minimum or maximum usage by the District. Prices quotes shall remain firm for the term of the Agreement.

**Initial Term: January 1, 2023 – December 31, 2024**

**2023**

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	ESTIMATED NO. OF DAYS	TOTAL
360	Each	Horse Feeding Labor (Up To 180 x Twice Daily)	\$	365	\$
164	Each	Clean Single, 12' x 12' Box Stall	\$	365	\$
16	Each	Clean Double, 12' x 24' Box Stall	\$	365	\$
<b>GRAND TOTAL</b>					\$

QUANTITY	UNIT OF MEASURE	DESCRIPTION	DAILY COST	ESTIMATED NO. OF DAYS	TOTAL
1	Each	Drag Arena #1 - 200' x 140'	\$	365	\$
1	Each	Drag Arena #2 - 160' x 65'	\$	365	\$
1	Each	Drag Arena #3 - 255' x 160'	\$	365	\$
1	Each	Drag Arena #4 - 200' x 160'	\$	365	\$
1	Each	Drag Arena #5 - 200' x 70'	\$	365	\$
1	Each	Drag Lunging / Turnout Areas	\$	365	\$
<b>GRAND TOTAL</b>					\$

<b>2023 LUMP SUM TOTAL</b>	\$
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**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**  
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**2023 (Continued)**

Quantity and unit cost are for evaluation purposes only to determine the not-to-exceed amount of the contract. Contractor agrees to purchase/supply and resell feed and bedding to the District, at Contractor's best price, regardless of the unit costs indicated below, as described on Page 14, Section A.1.i. Contractor must indicate the mark-up percentage that will be charged to the District below to be considered responsive to the bid.

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	TOTAL
312	Bale	Bermuda Hay	\$28.00	\$8,736.00
312	Bale	Oat Hay	\$31.00	\$9,672.00
390	Bale	Orchard Hay	\$72.00	\$28,080.00
390	Bale	Timothy Hay	\$37.00	\$14,430.00
8424	Bale	Alfalfa	\$30.00	\$252,720.00
2957	Bag	Alfalfa Cubes - 50 Pound Bag	\$18.00	\$53,226.00
2957	Bag	Alfalfa / Bermuda Cubes - 50 Pound Bag	\$17.00	\$50,269.00
105	TT	Bulk Pine Shavings	\$1,750.00	\$183,750.00
<b>LUMP SUM TOTAL</b>				<b>\$600,883.00</b>

<b>Horse Feed and Bedding</b>	Vendor Best Price + Actual Shipping/Handling + Mark-up (Must Not Exceed 5%)	%
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**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**  
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**2024**

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	ESTIMATED NO. OF DAYS	TOTAL
360	Each	Horse Feeding Labor (Up To 180 x Twice Daily)	\$	365	\$
164	Each	Clean Single, 12' x 12' Box Stall	\$	365	\$
16	Each	Clean Double, 12' x 24' Box Stall	\$	365	\$
<b>GRAND TOTAL</b>					\$

QUANTITY	UNIT OF MEASURE	DESCRIPTION	DAILY COST	ESTIMATED NO. OF DAYS	TOTAL
1	Each	Drag Arena #1 - 200' x 140'	\$	365	\$
1	Each	Drag Arena #2 - 160' x 65'	\$	365	\$
1	Each	Drag Arena #3 - 255' x 160'	\$	365	\$
1	Each	Drag Arena #4 - 200' x 160'	\$	365	\$
1	Each	Drag Arena #5 - 200' x 70'	\$	365	\$
1	Each	Drag Lunging / Turnout Areas	\$	365	\$
<b>GRAND TOTAL</b>					\$

**2024 LUMP SUM TOTAL**

\$

**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**  
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**2024 (Continued)**

Quantity and unit cost are for evaluation purposes only to determine the not-to-exceed amount of the contract. Contractor agrees to purchase/supply and resell feed and bedding to the District, at Contractor's best price, regardless of the unit costs indicated below, as described on Page 14, Section A.1.i. Contractor must indicate the mark-up percentage that will be charged to the District below to be considered responsive to the bid.

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	TOTAL
312	Bale	Bermuda Hay	\$28.00	\$8,736.00
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390	Bale	Timothy Hay	\$37.00	\$14,430.00
8424	Bale	Alfalfa	\$30.00	\$252,720.00
2957	Bag	Alfalfa Cubes - 50 Pound Bag	\$18.00	\$53,226.00
2957	Bag	Alfalfa / Bermuda Cubes - 50 Pound Bag	\$17.00	\$50,269.00
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<b>LUMP SUM TOTAL</b>				<b>\$600,883.00</b>

<b>Horse Feed and Bedding</b>	Vendor Best Price + Actual Shipping/Handling + Mark-up (Must Not Exceed 5%)	%
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**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**  
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**Option Year One: January 1, 2025 – December 31, 2025**

**2025**

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	ESTIMATED NO. OF DAYS	TOTAL
360	Each	Horse Feeding Labor (Up To 180 x Twice Daily)	\$	365	\$
164	Each	Clean Single, 12' x 12' Box Stall	\$	365	\$
16	Each	Clean Double, 12' x 24' Box Stall	\$	365	\$
<b>GRAND TOTAL</b>					\$

QUANTITY	UNIT OF MEASURE	DESCRIPTION	DAILY COST	ESTIMATED NO. OF DAYS	TOTAL
1	Each	Drag Arena #1 - 200' x 140'	\$	365	\$
1	Each	Drag Arena #2 - 160' x 65'	\$	365	\$
1	Each	Drag Arena #3 - 255' x 160'	\$	365	\$
1	Each	Drag Arena #4 - 200' x 160'	\$	365	\$
1	Each	Drag Arena #5 - 200' x 70'	\$	365	\$
1	Each	Drag Lunging / Turnout Areas	\$	365	\$
<b>GRAND TOTAL</b>					\$

<b>2025 LUMP SUM TOTAL</b>	\$
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**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**

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**2025 (Continued)**

Quantity and unit cost are for evaluation purposes only to determine the not-to-exceed amount of the contract. Contractor agrees to purchase/supply and resell feed and bedding to the District, at Contractor's best price, regardless of the unit costs indicated below, as described on Page 14, Section A.1.i. Contractor must indicate the mark-up percentage that will be charged to the District below to be considered responsive to the bid.

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	TOTAL
312	Bale	Bermuda Hay	\$28.00	\$8,736.00
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390	Bale	Orchard Hay	\$72.00	\$28,080.00
390	Bale	Timothy Hay	\$37.00	\$14,430.00
8424	Bale	Alfalfa	\$30.00	\$252,720.00
2957	Bag	Alfalfa Cubes - 50 Pound Bag	\$18.00	\$53,226.00
2957	Bag	Alfalfa / Bermuda Cubes - 50 Pound Bag	\$17.00	\$50,269.00
105	TT	Bulk Pine Shavings	\$1,750.00	\$183,750.00
<b>LUMP SUM TOTAL</b>				<b>\$600,883.00</b>

<b>Horse Feed and Bedding</b>	Vendor Best Price + Actual Shipping/Handling + Mark-up (Must Not Exceed 5%)	%
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**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**  
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**Option Year Two: January 1, 2026 – December 31, 2026**

**2026**

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	ESTIMATED NO. OF DAYS	TOTAL
360	Each	Horse Feeding Labor (Up To 180 x Twice Daily)	\$	365	\$
164	Each	Clean Single, 12' x 12' Box Stall	\$	365	\$
16	Each	Clean Double, 12' x 24' Box Stall	\$	365	\$
<b>GRAND TOTAL</b>					\$

QUANTITY	UNIT OF MEASURE	DESCRIPTION	DAILY COST	ESTIMATED NO. OF DAYS	TOTAL
1	Each	Drag Arena #1 - 200' x 140'	\$	365	\$
1	Each	Drag Arena #2 - 160' x 65'	\$	365	\$
1	Each	Drag Arena #3 - 255' x 160'	\$	365	\$
1	Each	Drag Arena #4 - 200' x 160'	\$	365	\$
1	Each	Drag Arena #5 - 200' x 70'	\$	365	\$
1	Each	Drag Lunging / Turnout Areas	\$	365	\$
<b>GRAND TOTAL</b>					\$

<b>2026 LUMP SUM TOTAL</b>	\$
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**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**

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**2026 (Continued)**

Quantity and unit cost are for evaluation purposes only to determine the not-to-exceed amount of the contract. Contractor agrees to purchase/supply and resell feed and bedding to the District, at Contractor's best price, regardless of the unit costs indicated below, as described on Page 14, Section A.1.i. Contractor must indicate the mark-up percentage that will be charged to the District below to be considered responsive to the bid.

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	TOTAL
312	Bale	Bermuda Hay	\$28.00	\$8,736.00
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8424	Bale	Alfalfa	\$30.00	\$252,720.00
2957	Bag	Alfalfa Cubes - 50 Pound Bag	\$18.00	\$53,226.00
2957	Bag	Alfalfa / Bermuda Cubes - 50 Pound Bag	\$17.00	\$50,269.00
105	TT	Bulk Pine Shavings	\$1,750.00	\$183,750.00
<b>LUMP SUM TOTAL</b>				<b>\$600,883.00</b>

<b>Horse Feed and Bedding</b>	Vendor Best Price + Actual Shipping/Handling + Mark-up (Must Not Exceed 5%)	%
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**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**  
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**Option Year Three: January 1, 2027 – December 31, 2027**

**2027**

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	ESTIMATED NO. OF DAYS	TOTAL
360	Each	Horse Feeding Labor (Up To 180 x Twice Daily)	\$	365	\$
164	Each	Clean Single, 12' x 12' Box Stall	\$	365	\$
16	Each	Clean Double, 12' x 24' Box Stall	\$	365	\$
<b>GRAND TOTAL</b>					\$

QUANTITY	UNIT OF MEASURE	DESCRIPTION	DAILY COST	ESTIMATED NO. OF DAYS	TOTAL
1	Each	Drag Arena #1 - 200' x 140'	\$	365	\$
1	Each	Drag Arena #2 - 160' x 65'	\$	365	\$
1	Each	Drag Arena #3 - 255' x 160'	\$	365	\$
1	Each	Drag Arena #4 - 200' x 160'	\$	365	\$
1	Each	Drag Arena #5 - 200' x 70'	\$	365	\$
1	Each	Drag Lunging / Turnout Areas	\$	365	\$
<b>GRAND TOTAL</b>					\$

<b>2027 LUMP SUM TOTAL</b>	\$
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**ATTACHMENT 3**  
**FINANCIAL PROPOSAL BID FORM, AMENDMENT # 1**  
**IFB # EQC-01-22**  
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**2027 (Continued)**

Quantity and unit cost are for evaluation purposes only to determine the not-to-exceed amount of the contract. Contractor agrees to purchase/supply and resell feed and bedding to the District, at Contractor's best price, regardless of the unit costs indicated below, as described on Page 14, Section A.1.i. Contractor must indicate the mark-up percentage that will be charged to the District below to be considered responsive to the bid.

QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	TOTAL
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<b>LUMP SUM TOTAL</b>				<b>\$600,883.00</b>

<b>Horse Feed and Bedding</b>	Vendor Best Price + Actual Shipping/Handling + Mark-up (Must Not Exceed 5%)	%
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*-End Addendum #1-*