

**REQUEST FOR PROPOSALS**

**FOR**

**LANDSCAPE DESIGNS & IRRIGATION PLANS**

**FOR**

**THE ANTELOPE VALLEY RESOURCE CONSERVATION DISTRICT**



**RESOURCE**  
CONSERVATION DISTRICT

*PROPOSALS TO BE SUBMITTED TO:*

*Antelope Valley Resource Conservation District*

*10148 West Avenue I*

*Lancaster, CA 93536*

*Attn: Grass Reduction Committee*

*[avrcd@carcd.org](mailto:avrcd@carcd.org)*

*Proposals must be submitted by: January 11, 2022*

## **I. INTRODUCTION**

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### **A. General Information**

The Antelope Valley Resource Conservation District (AVRCD) is requesting proposals from qualified firms for performance of preparing and delivery five (5) landscape designs and five (5) irrigation designs on behalf of the District.

#### *I: Examination of Proposals*

*If a Proposer requires clarification of this RFP, the Proposer shall notify AVRCD in writing. If the point in question is not clearly expressed in the RFP, AVRCD will publish an addendum of clarification. Any request for clarification regarding this RFP should be directed to the Grass Reduction Committee at the AVRCD at:*

- *Antelope Valley Resource Conservation District  
ATTN: Grass Reduction Committee  
10148 West Avenue I  
Lancaster, CA 93536  
Re: RFP for LANDSCAPE & IRRIGATION DESIGNS  
**OR***
- *avrcd@carcd.org*

*All questions must be received by AVRCD no later than January 3, 2011*

#### *II: Submission of Proposals*

*Each Proposer shall submit one original copy of its Proposal no later than January 11, 2022*

**Antelope Valley Resource Conservation District  
ATTN: Grass Reduction Committee  
10148 West Avenue I  
Lancaster, CA 93536  
-or-  
avrcd@carcd.org**

*Any Proposals received after the due date will not be considered. The offer in each Proposal shall remain open for sixty (60) days after.*

#### *III: Acceptance of Proposals*

- *AVRCD reserves the right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals.*

- *AVRCD reserves the right to withdraw this RFP at any time without prior notice, and AVRCD makes no representations that any contract will be awarded to any Proposer responding to this RFP.*
- *AVRCD reserves the right to postpone proposal openings for its own convenience.*
- *AVRCD reserves the right to require confirmation of information furnished by Proposer, or to ask the Proposer for additional evidence of qualifications to perform the work, or to obtain information from any source that has the potential to improve the understanding and evaluation of the proposals.*
- *Proposals received by AVRCD become public information and will be made available to the public upon request after award.*
- *Proposals submitted are not to be copyrighted.*

#### *IV: Notification of Contract Award*

*All entities submitting responses to this Request for Proposal will be notified of final decision of award of contract by January 20, 2021.*

#### **B. Term**

An agreement is to be executed between the District and the winning bidder, outlining the scope of services to be provided and compensation scheduled, requiring 30 days to notice intention to terminate the contract from either party.

### **PURPOSE**

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*Through this Request for Proposals (“RFP”), the Antelope Valley Resource Conservation District (the “District”) is seeking a professional firm or individual to create five (5) drought tolerant landscape designs and five (5) low water irrigation design plans for the District’s use in a lawn reduction rebate program.*

*The Grass Reduction Program is a rebate program for landscape conversion that will be offered to homeowners within the AVRCD service area to decrease regional water demands and to improve groundwater quality because of decreased fertilizer use. The Grass Reduction Program will reduce outdoor water consumption by approximately 12 acre-feet per year (AFY). The Grass Reduction Program will also offset about 300 pounds of chemical fertilizer use in the Region, or 9.3 milligrams per liter (mg/L) in applied water*

### **BACKGROUND**

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*The Antelope Valley Resource Conservation District is a Special District of the State of California headquartered in Lancaster, CA and serving the Counties of Los Angeles, Kern and Ventura. Its eleven-member staff works to carry out the vision of their five-member appointed Board of*

*Directors; typical tasks performed include those related to soil, water, air quality, plants, wildfire and wildlife.*

*Please see the District's website at [www.AVRCD.org](http://www.AVRCD.org) for more information about its current activities.*

## **SCOPE OF SERVICES**

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*The District seeks the services of a professional landscaping firm or individual to provide the following:*

- 1. Five (5) Grass Reduction Program Landscape Designs for the District's use and to share with homeowners participating in the District's Grass Reduction Rebate Program.*
- 2. Five (5) Irrigation Plans for the District's use and to share with homeowners participating in the District's Grass Reduction Rebate Program.*

## **RESIDENTIAL FRONT YARD LANDSCAPE DESIGNS**

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*Designs are for average sized (1500-2500 square feet) residential front yard using drought tolerant and native plant materials suited to the Antelope Valley climate [USDA Plant Hardiness Zones: 8b (15 to 20 °F/-9.4 to -6.7 °C) and 9a (20 to 25 °F/-6.7 to -3.9 °C) or Sunset Climate ZONE 11: Medium to high desert of California]. Upon award, the contractor will receive our approved plant list to include in finished designs.*

*Converted lawn area will provide a minimum of 35% living plant coverage at maturity.*

*The converted area should be permeable to air and water. Areas with natural dirt/earth and without a groundcover are not eligible for a rebate. A minimum cover of two (2) inch layer of permeable mulch is recommended of converted areas. Eligible water efficient landscape includes, but is not limited to native or drought-tolerant plants, mulch, rock, un-grouted steppingstone, and permeable hardscape.*

*Areas converted to artificial turf and paved concrete are not to be included in these plans.*

*Designs may offer sustainability features, i.e., rain barrels, swales, dry streambeds, berms, rock gardens, grading and rain gardens.*

## **IRRIGATION DESIGNS**

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*Irrigation Designs are for residential front yards. Spray irrigation is not permitted in the converted area. Eligible irrigation systems include, but are not limited to drip irrigation, subterranean irrigation, bubbler, point irrigation and microspray.*

*Drip Irrigation must be a low-volume drip system equipped with a filter and emitters providing irrigation to new plantings. Each drip emitter must be rated less than 2 gallons per hour (gph). "Drip irrigation" means any non-spray low volume irrigation system utilizing emission devices with a flow rate equal to or less than two (2) gallons per hour.*

*Bubbler irrigation is also acceptable if it is as efficient as drip irrigation.*

*If only partial removal of a turfed area is proposed, the sprinkler system must be properly modified to provide adequate coverage to the remaining turf without spraying the converted area.*

## **CONTENT OF PROPOSALS**

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*Proposals must include the following:*

- *Brief introduction*
- *Description of company or individual*
- *Statement of qualifications*
- *Credentials*
- *Licenses*
- *Applicable certifications*
- *Certificates of insurance (to be provided after award of contract)*
- *A list of at least five current landscape clients. Each reference shall include a current point of contact and a phone number.*
- *The "Not to exceed amount" to complete the Five (5) Grass Reduction Program Landscape Designs and Five (5) Irrigation Plans Designs.*

*The Proposal cover page must be signed and completed with the date and organization name.*

## **AWARD OF CONTRACT**

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*The District uses a selection process in which Proposals contain both price and qualitative components, and award is based upon a combination of price and qualitative considerations. Qualitative considerations may include experience and qualifications and technical approach,*

*The selection is based upon consideration of a combination of technical and price factors to determine the offer deemed most advantageous to the District. The District will evaluate the Proposals based on the following criteria:*

- *Overall responsiveness to the requirements of the RFP.*
- *Outline of services to be rendered.*
- *Qualifications of the firm or individual.*
- *The responses from the qualified references.*
- *Overall cost to the District.*