



Finance Department
General Services Division

Proposal For Services

Due: 08/27/2026 – 05:00 p.m.

The City of Berkeley Fire Department seeks competitive written proposals for Residential Zone 0 Gravel Program.

The work to be done includes:

1. Project Overview

The City of Berkeley is seeking proposals from qualified vendors to manage and implement a residential Zone 0 gravel program.

The selected vendor will coordinate with participating homeowners and provide locally sourced, noncombustible gravel and weed block material at a volume sufficient to allow coverage, to a depth of 2", of the perimeter of a home within the first 5' of that structure, and accessory structures, to allow compliance with the City of Berkeley's 2025 Zone Zero Ordinance, or "EMBER"

The City is interested in a simple, turnkey program that requires limited City staff administration. The vendor will be responsible for managing the program from initial outreach through documentation of completed installations.

2. Scope of Services

The selected vendor will be expected to provide the following services:

- Develop and conduct advertising and outreach to eligible Berkeley homeowners.
- Receive and manage homeowner applications or expressions of interest.
- Recommend properties for participation based on criteria established with the City.
- Communicate directly with homeowners regarding program requirements, gravel options, site access, scheduling, and installation.
- Assess and measure the proposed treatment area at each participating property.
- Provide homeowners with a minimum of two recommended gravel options. Vendors may propose additional options.



Finance Department

General Services Division

- Source and deliver an approximately two-inch layer of approved gravel out to 5' from the outside wall of the structure.
- Complete reasonable site preparation needed for delivery, including preparing the delivery site to avoid damage.
- Ensure delivery is to private property only (no material shall remain in the public-right of-way by the end of the delivery date)
- Provide before-and-after photographs and basic documentation for each completed property.
- Provide the City with periodic updates and a final summary of completed work.

The vendor should propose an efficient project approach that can be scaled based on the number of participating homes and the funding available.

3. Gravel Options

The vendor shall recommend at least two noncombustible gravel options suitable for residential use. Proposed materials should be durable, visually appropriate, and locally sourced when reasonably available.

The proposal should briefly identify for each option:

- Type and general appearance of the gravel.
- Material source.
- Any significant advantages or disadvantages.
- Cost differences between the options.

At least one option should emphasize affordability. Vendors may also propose upgraded or enhanced appearance options.

4. Pricing

The City is seeking clear, all-inclusive pricing that includes program management, outreach, homeowner coordination, materials, delivery, site preparation, installation, cleanup, photographs, and reporting.

Vendors may propose pricing using the following structure:



Finance Department

General Services Division

- A fixed price for a specified number of homes, such as 10, 25, 50, or 100 homes.
- A separate program startup or outreach cost combined with a per-home installation price, if applicable.
- The total cost of all services shall not exceed \$50,000

The proposal should clearly state:

- The assumptions used to calculate the price per home.
- The approximate treatment area included in the standard price.
- The gravel option included in each price.
- Any minimum number of homes required.
- Any volume discounts.
- Any conditions that could result in additional charges, such as difficult access, unusually large treatment areas, extensive material removal, steep slopes, or other nonstandard site conditions.

No additional charges may be incurred without prior City authorization.

5. Vendor Qualifications

The vendor should have experience in one or more of the following areas:

- Landscaping or aggregate installation.
- Defensible-space or wildfire-mitigation work.
- Residential property improvement programs.
- Community outreach and homeowner coordination.
- Management of projects involving multiple residential properties.

DATE SENT TO VENDORS: 08/17/2026



Finance Department
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Instructions to vendors:

On company letterhead, submit a signed, firm, lump sum proposal to accomplish the project described in the quote

For questions related to the project contact Carnold@berkeleyca.gov

Proposals are due **08/27/2026 – 05:00 p.m.** via email to Carnold@berkeleyca.gov cc: purchasing@berkeleyca.gov



Finance Department
General Services Division

City terms: Net 30

Do you offer an early payment discount? If yes, _____

Do you offer a discount for early payment using a credit card? If yes _____ %

Is your firm based in Berkeley? _____

Is your firm an MBE? _____

Is your firm a WBE? _____

See the City's Purchase Order Terms and Conditions