

Addendum 2

RFP for Landscaping Services

Contract Number FM-18-002

Questions and Answers

The work/ clarification/ answers listed in this addenda shall be considered part of the Bid/ RFP document for the referenced project.

Below are questions and answers regarding subject RFP. All questions are written in black color font and the **answers are provided in red color font.**

- 1. Question:** . Scope of Work Section C page 43 Baseball, Softball and Football Fields # 9b (aeration 2x/yr), 9c (top dress 2x/yr) and 9e (rolling of infield 1x) and section C # 10b (aeration 2x/yr), 10c (top dress 2x/yr) and 10e (rolling of infield 1x) as well as section C # 11b (rolling of field 1x). Are these to be included in base maintenance or to be provided as an allowance outside of scope? **Answer: This is included in the scope of work and should be reflected in your cost proposal**
- 2. Question:** Section 7 Page 45 removal of debris/vegetation and repair of burrows in basins. As well as pages 54 through 58 for more extensive maintenance scope for ponds, bio-filtration swales, bio-retention facilities and sand filters. Are these to be included in base maintenance or to be provided as an allowance outside of scope? **Answer: This is included in the scope of work and should be reflected in your cost proposal**
- 3. Question:** Section 8 Page 45 mulch is twice a year. Even with the second being a fall top dressing, there can be a significant cost savings if this is addressed with an allowance. **Answer: There is no question posed with this referenced area...refer to RFP for clarity.**
- 4. Question:** Section 11 Page 46 Planting – are replacement trees, shrubs, hedges, plants and grasses to be included in base maintenance? I also see in the questions section (page 71) in the end that there is a \$20,000 allowance for this, but on the bid form it says section J #s 1-5 have an allowance for \$20,000. Are the replacements to be included in base maintenance or is it an allowance? **Answer: No**
- 5. Question:** Section 13 Page 47 and section 15 page 48 is tree pruning to be included in base maintenance? Is there a maximum height to include? Are the diagrams mentioned provided? **Answer: Yes, Refer to RFP, They are attached.**

6. **Question:** Section 18, 19 & 20 Page 49 debris removal, storm damage clean up and utility repair damage restoration. Are these part of base maintenance or an extra? **Answer: Yes**
7. **Question:** Just to clarify the pricing sheet (attachment 7 pg 40) should be completed with per year pricing that shall be valid for the first three years of the contract? **Answer: no, should be a per year pricing that will be valid throughout the length of the contract to include if the contract is awarded the two additional years, unless there is negotiations of pricing changes due to changes in the Scope of Work.**
8. **Question:** For the storm-water maintenance portion of the contract (pg 54-58) is the contractor responsible for the work listed under the "hire a professional" subsections? If the answer is yes can you please provide dates for the last time the "hire a professional" work was performed since most of them state every 2-10 years. **Answer: No**
9. SCOPE OF WORK APPENDIX A I. Scheduled Tasks: Planting: Section states following - The Contractor shall plant trees, shrubs, hedges, plants, and grasses as designated by the University to replace those lost to disease, winter kill, drought and damage, natural disasters, and those with unsightly appearance.

Question: During the pre-bid meeting walkthrough I identified dozens of dead trees and shrubs throughout the Main Campus, DSU Learning and Living Commons, University Courtyard and University Village. Will Moon Landscaping be replacing all current dead trees and bushes prior to the new contract starting? Will the Awarded contractor be required to replace dead trees and shrubs during the term of the new contract, and will DSU pay for replacing dead trees and shrubs as an "additional charge to Attachment 7 "Pricing" during the term of the contract? **Answer: No, No-they will be required to do Tree Work within the Encumbered Fund amount listed in Attachment 7 "Pricing", Yes-which is outlined in the Attachment 7 "Pricing"**

10. J. Unscheduled Tasks: Tree Removal: Section states following - The Contractor shall remove dead trees and those which are a hazard or nuisance because of location (e.g., near electric lines or roads). The work shall include complete removal of trees, stumps, and debris; filling of hole with topsoil; and the seeding and mulching of the bare ground area.

Question: During the pre-bid meeting walkthrough I identified dozens of dead trees and shrubs throughout the Main Campus, DSU Learning and Living Commons, University Courtyard and University Village. Will Moon Landscaping be removing all current dead trees and bushes prior to the new contract starting? Will the Awarded contractor be required to remove dead trees and shrubs during the term of the new contract, and will DSU pay for removing dead trees and shrubs as an "additional charge to Attachment 7 "Pricing" during the term of the contract? **Answer: No, No-they will be required to do Tree Work within the Encumbered Fund amount listed in Attachment 7 "Pricing", Yes-which is outlined in the Attachment 7 "Pricing"**

11. Stump Removal: Section states following - The Contractor shall remove existing stumps to six inches below ground level, fill hole with topsoil, and seed bare ground area with Kentucky bluegrass blend and mulch or material approved by the University.

Question: During the pre-bid meeting walkthrough I identified multiple tree stumps throughout the Main Campus, DSU Learning and Living Commons, University Courtyard and University Village. Will Moon Landscaping be removing all current tree stumps prior to the new contract starting? Will the Awarded contractor be required to remove tree stumps during the term of the new contract, and will DSU pay for removing tree stumps as an “additional charge to Attachment 7 “Pricing” during the term of the contract? **Answer: No, No-they will be required to do Tree Work within the Encumbered Fund amount listed in Attachment 7 “Pricing”, Yes-which is outlined in the Attachment 7 “Pricing”**

12. Site Map:

Question: A current “Campus View” site map is provided in the RFP that does not identify the buildings thru out the campus. Is an aerial site map overview available showing labeled buildings? **Answer: Yes, See attachment**

13. Site Visits:

Question: If a contractor has attended the mandatory pre-bid meeting, what are DSU’s requirements for a contractor to access the property to assess the landscaping? **Answer: Contractors must check in at the Facilities Management Building and sign-in with the front office, complete site visit and return to sign-out.**