



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

October 4, 2019

TO: ALL OFFERORS

FROM: WALT GORMAN
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: GSS20062A-
LAWN_CUTTING
LAWN CARE SERVICES- SUPPLEMENTAL, VETERAN CEMETERY

ADDENDUM # 1

The purpose of this addendum is to answer questions received regarding the solicitation.

Information regarding the current contract is available online at:

http://contracts.delaware.gov/contracts_detail.asp?i=5188

1. When would contract Start?
 - a. Please read the RFP section I.A.8. Contract Period is March 1, 2020 through February 28, 2021 with four (4) one (1) year contract extension options.
2. When are the sites fertilized?
 - a. Cemetery is fertilized four times per year.
3. Is the contract just for edging?
 - a. Please read the scope of work found on page 53 of the RFP. The contract is for three separate services at two locations: Edging/trimming, Raise and Realign, and Sod Replacement. The contract can be multi-awarded for each section. Vendors are not required to bid on all sections or both locations.
4. What is the preference (for award)?
 - a. Per RFP, Section I. A. 5., The State reserves the right to make multiple awards.
5. How can we see what previously was done?
 - a. Links in RFP for <http://contracts.delaware.gov/>
6. How many in current crew?
 - a. This number will vary and is/will be dependent on the awarded vendor.



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7. Can this be done in one day?
 - a. This will vary and is/will be dependent on the awarded vendor.
8. Is that something that the cemetery wants done (moving flags)?
 - a. Yes. Flags are to be removed and replaced during the edging/trimming process.
9. Is it safe to assume that flags/flowers will be in all year?
 - a. Yes there is a potential for them to be in all year.
10. Does the contract include edging sidewalks?
 - a. Bear cemetery contains several sidewalks within the burial areas and these are to be edged. The Millsboro cemetery does not contain sidewalks within the burial areas so there will be no need to edge sidewalks.
11. Will the vendor be able to coordinate the timing of trimming to mowing schedule?
 - a. Yes, the cemetery mows every week and will adjust mowing to not interfere with trimming.
12. How can the raise and realign be bid?
 - a. There is a section in Appendix B for each of the services requested and for each location.
13. Do flower vases need to be moved?
 - a. As long as no damage occurs, they may stay.
14. What type of Sod is used?
 - a. Specifications are found in the RFP, Appendix E.
15. How big is the entire site?
 - a. Bear site is 54 total acres. Millsboro site is 65 total acres. This is not the total number of acres that are cut or contain burial locations.
16. Where will we store markers?
 - a. Though the RFP calls for markers to be placed on pallets the sites prefer that the markers stay at the grave site. Current vendor moves the marker a few feet away to allow for work and then moves back to complete process.
17. How heavy are the markers?
 - a. Dimensions for markers are 18"W x 28"L x 3"H and 108 lbs.
18. What kind of stone is used for raise and realign?
 - a. Specifications can be found in RFP scope of work.
19. Does the contract include trimming trees?
 - a. Per RFP page 56, trimming is to include all areas assigned by requesting agency. For the purpose of this RFP, the areas for each cemetery have been designated as those containing grave site markers. Areas that are not currently being used for burials are the responsibility of the agency. The agency may request pricing on these areas for an as needed basis at a later date.
20. If there is a background check requirement, how did the prison perform this work before?
 - a. The work being performed by DOC was not under contract though GSS.
21. What is the prevailing wage rate for this contract?
 - a. The language in this RFP (page 31 paragraph 47) is boiler-plate language. It is the responsibility of the vendor to determine through the Department of Labor if prevailing wage applies and at what rate.

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All other terms and conditions remain the same.