

ADDENDUM #1

PROJECT: 2020-2024 LANDSCAPE MAINTENANCE SERVICES

OWNER: CITY OF LOUISVILLE, COLORADO

DATE: February 12, 2020

Questions from Bidders

1. Award- "The lowest responsible and best overall bid will be accepted" Can you expand on the statement, "the lowest responsible"? How are you weighing price vs other areas of consideration?

Answer:

This contract will be awarded by City Council. Staff will make an award recommendation to City Council based on the following criteria listed in Section 2, 1.1 of the Contract Manual, as stated below.

Award - The lowest responsible and best overall bid will be accepted. The City of Louisville reserves the right to reject any or all bids or portions thereof and to waive any informalities or defects. Awarding of the bid will take into consideration such things as: price, referrals, quality, service history, equipment fleet, municipal landscape experience, and age of the company.

Preference will be hereby given to local Contractors, based on the "Local Vendor" procedures in the City of Louisville "Purchasing Policies and Procedures Manual."

2. I see you have a place for us to break down our pricing for different categories to submit for review. Because of time constraints, will this section be the only area of review or will you and your team read any proposal that are attached and will it affect your decision one way or the other? Do we need to fill out a bid bond?

Answer:

At a minimum, Section 3, Bid Proposal of the Contract Manual should be filled out and submitted, which does include the submittal of a bid bond. There is not a time constraint whereas additional material cannot be reviewed if supplied. Also, noted below is Section 2, 2.8 from the Contract Manual, which provides additional direction.

References and Equipment List - Bidders who have not worked directly for the City of Louisville within the past three (3) years shall include a list of five (5) work references for work of similar scope to this project. Each reference shall include a brief description and location of work, owner's project representative, telephone number, and email. In addition to the references, the bidder shall include a list of equipment that will be available for this project. Before the award of the contract, any bidder

may be required to furnish evidence satisfactory to the Owner and Parks Superintendent of the necessary facilities, ability and pecuniary resources to fulfill the conditions of the said contract.

3. Is there any mandatory meeting for all bidders?

Answer:

No

4. Any Pre-qualification mandates before bidding?

Answer:

No

5. I noticed no irrigation service in the RFP. Will we be responsible for any irrigation service items? On the bid sheet, there is not an area for showing pricing for Turf or Bed Fert. How do you want us to show this cost? In terms of ancillary items i.e. mulch installation, annual color etc., will you want to see any hourly rate or per cubic yard mulch installation pricing?

Answer:

Exhibit D in the Contract Manual provides in detail the services required for each area listed on the Bid Schedule. Maintenance services not listed in Exhibit D are not a part of this contract, like bed fertilization, irrigation, mulching, etc., and as such, pricing should not be included. Please note Section 1 of Exhibit D copied below.

*The Contractor shall provide regular landscape maintenance services for the locations described and awarded in the bid schedule and locations maps as set forth in these technical specifications based on **unit pricing as set forth in the Bidder's Bid Proposal.***

6. I'm working on a proposal for Landscape Maintenance for you. Do you need it for 4/1/20-3/31/21 to begin with? Please confirm.

Answer:

The agreement will have the option to extend for 5 years. So the proposals should reflect this and take into account the possibility of the contract running from approximately 4/20 to 10/24.

This addendum will be the only addendum issued and shall become part of the contract documents for this project.