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January 21, 2021

**Addendum 1**  
**BL008-22, Provision of Landscaping Maintenance Services on an Annual Contract**

**Deadlines:**

The question deadline has been postponed until 2PM on January 27, 2022. Please send all questions to [lindsey.gravitt@gwinnettcounty.com](mailto:lindsey.gravitt@gwinnettcounty.com).

The **due date has been postponed** until 2:50PM on February 07, 2022.

**Site Visits:**

Several of the locations have gates preventing vendors from viewing sections that need to be maintained under this contract. No questions should be asked during your site visit. All questions should be directed to Lindsey Gravitt.

To view the Training Academy, schedule a visit with Chief James Jester at 678-518-4805. Availability will be January 24-25<sup>th</sup>, 8AM – 12PM and January 26<sup>th</sup>, 1PM – 3PM.

To view all other locations that may be gated, you may use the gate call box to request entry. These sites may be visited January 24-26<sup>th</sup>, 8AM – 3PM.

**Clarifications:**

- C1. Please use the attached REVISED page 27. The previous page did not include “Option 4” in the percentage increase/decrease section. Failure to use the **REVISED** page 27 may result in your bid being deemed non-responsive.
- C2. Subcontracts will be allowed for fertilizer and/or pesticide application. Please use the attached subcontractors sheet if you intend to use a subcontractor.

**Questions:**

- Q1. Are the areas highlighted in blue to be considered when determining cost for Comprehensive Lawn Maintenance Services or will they be categorized under a different Service type?  
A1. **The intent of the blue area was to identify the retention pond on the property. These are not part of the scope of services for this solicitation.**
- Q2. Was this previously on contract? If so, can you provide the tabulation and contract amount?  
A2. **This is a new annual contract for the Department of Fire and Emergency Services. As mentioned in the pre-bid meeting, Police has a similar contract, BL097-20.**

- Q3. How often should services be performed?  
A3. Please review the invitation specifications (pages 2-6), for more detailed information on each service type and how often they should be performed.
- Q4. Is the drug free certificate required? If so, where do we get that?  
A4. Yes. Please visit [sbwcdfwp.org](http://sbwcdfwp.org) for more information.
- Q5. If I am the sole owner and employee of company. Can I bid?  
A5. Yes.
- Q6. Is the pesticide license a hard requirement?  
A6. Yes. Vendors can use a subcontractor for this service if they are unlicensed.
- Q7. Regarding Fire Station 13, are there any available details on Property #13 (the new build)? Total lot size, turf area, etc.?  
A7. Fire Station 13 will be comparable to Fire Station 15.
- Q8. Are all of the chemical fertilizer services required by contractor or optional?  
A8. All services outlined in the specifications are required and should be provided by the awarded prime or their subcontractor.
- Q9. Some of the stations/sites will need more work initially. Will we be able to charge more for the initial cleanup of each facility?  
A9. Vendors should provide pricing as if the sites were already being properly maintained. Once the battalion groups are awarded, the awarded vendor will provide a quote (based off of the unit/hourly prices already provided on their bid schedule) to get the site to "maintainable shape".
- Q10. Are Surety Bonds required?  
A10. No, bonds are not required. The verbiage on page one is in reference to the requirements for the insurance company.
- Q11. Can you provide the square footage of grass at each location?  
A11. Vendors will be responsible for determining the size of the sites prior to bidding.
- Q12. Are the shrubs on the edge of Fire Station 14 part of the property?  
A12. Yes.
- Q13. Do vendors have to bid on all stations within a Battalion grouping to be considered?  
A13. Yes, Gwinnett County intends to award this contract as listed on each bid schedule.

Q14. Once awarded, can we perform work at any time of day?

A14. Services at Battalions 1-5 should be performed Monday – Sunday, 8AM – 8PM. Services at the Support Facilities should be performed Monday – Friday, 8AM – 5PM.

Q15. What is the required frequency of Detention Pond maintenance?

A15. See question/answer #1.

Q16. Regarding the Enhancement Rate, it says Per Person, but the other elements of Bid Schedule are total crew cost per visit, correct?

On Enhancement visits, we would have a full crew present – should we still show the Per Person cost?

A16. Yes, we will need the per person cost so we can understand the billing process. It will allow us to budget better as the contract progresses.

Q17. What do enhancements entail – flower beds, etc.? The price charged per person would be predicated on the type of enhancements being performed.

A17. The cost of the enhancement should not be based on labor only. Enhancements are individualized projects that may exceed the scope of this contract, such as replacing a flowerbed with rock scape. A quote should be provided for approval, prior to work being performed, for the specific enhancement project based on materials, labor, and other miscellaneous costs. Per the invitation, compensation to the Service Provider for Landscape Enhancement Services, will be based on hourly labor rates provided in the Bid Schedule and on the actual cost of sod, shrubs, trees, topsoil, mulch, and other materials used in the installation.

Q18. Should we assume that materials would be supplied for enhancements?

A18. No, materials should be included in the quote for the specific project. Per the invitation, plant materials, soil and amendments, and equipment usage will be at actual documented cost.

Q19. For Pine straw/Mulch, should we show the per bale/Cubic Yard cost, or total for the Battalion?

A19. Per bale cost.

Q20. For the Bid Schedule, do we need to split labor across lawn maintenance services and mgmt. of ornamental shrubs? Or can we show all labor under “Lawn Maintenance Services”, and only show the ornamental chemical treatment costs under the “Management of Ornamental Shrubs, Trees and Beds”

Said differently, we intended to show our labor for lawn/shrubs/trees in the “Lawn Maintenance Services” column, and then we would show the chemical cost in the other two columns – is this how you’d like to see it presented? If you’re only focused on the total cost per property, it wouldn’t matter anyway, but we wanted to confirm.

A20. Provide the total cost per property.

Q21. Crape Myrtles - are they to be hard pruned or just thinned and bloom buds removed?

A21. Hard pruned.

- Q22. There are currently many types of mulch being used. Would you prefer to use hardwood, or can we switch to pine straw? Should mulch type be uniform across all battalions?
- A22. Standard black hardwood mulch should be used where mulch currently exists. Transition from pine straw to mulch or vice versa is an example of an enhancement service.
- Q23. Could you please help to clarify the frequency of service visits? The RFP states every other week (26 visits) and the bid sheet allocates for 18 visits.
- A23. Base on 18 visits.
- Q24. Should page 36 be submitted blank if we intend to bid?
- A24. You do not have to submit the "no bid" form on page 36 if you intend to submit a bid.
- Q25. Where on the pricing pages are we to put the 2x per year pinestraw and mulch pricing? Lawn services is x18, shrub and bed maintenance is 12x and lawn fertilizer/Aeration is 12x
- A25. By providing your pinestraw and mulch pricing, you are providing us with the ability to determine how often this can occur, but it will likely be once per year which is our standard practice except as certain locations such as Fire HQ and Fire Training Academy when special events are held at these facilities. Overseeding and aeration are listed in the specifications for Part 3.
- Q26. What is the contract period?
- A26. Gwinnett County tentatively expects this contract to go before the Board of Commissioners for approval in March. The initial term of this contract will start upon award and last 12 months. The services will be on an annual basis, with four (4) one (1) year options to renew.
- Q27. How is the contract paid? Is it 12 equal monthly payments or just the months the work is performed?
- A27. Payment will be based on the invoicing when the service is provided. The invoice will be validated by contract terms and the proposed/approved rates for items. Please refer to section B. Invoicing and Work Order Requirements in the invitation for additional details.
- Q28. Can the "cleanup" scope and pricing be established after the contract is awarded?
- A28. Please see question/answer #9.
- Q29. Can we fertilize only the turf that is somewhat established? Any grass areas that are mainly weeds will turn to dirt if weed control is done.
- A29. Please see question/answer #9.
- Q30. Is detention pond maintain excluded or included from this contract?
- A30. No. Please see question/answer #1.

BL008-22

**REVISED** Page 27**Failure to return this page as part of your bid document may result in the rejection of bid.****BID SCHEDULE CONTINUED**

In an effort to ensure adequate & timely landscape maintenance, it is Gwinnett County's intent to award the Battalion 1 -5 and the Support Facilities to multiple vendors. Therefore, if your firm is the low responsive and responsible bidder on multiple sections, your company may not be awarded all sections. Please number the sections 1-6 below (one (1) being the section you would prefer to be awarded first, six (6) being the last). If no selection is made below, Gwinnett County reserves the right to make an award deemed in its best interest.

**Battalion 1:** \_\_\_\_\_

**Battalion 2:** \_\_\_\_\_

**Battalion 3:** \_\_\_\_\_

**Battalion 4:** \_\_\_\_\_

**Battalion 5:** \_\_\_\_\_

**Support Facilities:** \_\_\_\_\_

Gwinnett County requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for Gwinnett County to declare bid non-responsive. Contract to begin upon approval by the Gwinnett County Board of Commissioners.

Unless otherwise noted, quoted prices will remain firm for four additional one year periods. If a percentage decrease will be a part of this bid, please note this in the space provided together with an explanation.

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**Option 1:** \_\_\_\_\_

**Option 2:** \_\_\_\_\_

**Option 3:** \_\_\_\_\_

**Option 4:** \_\_\_\_\_

If a percentage increase will be a part of this proposal, please note this in the space provided together with an explanation.

**Option 1:** \_\_\_\_\_

**Option 2:** \_\_\_\_\_

**Option 3:** \_\_\_\_\_

**Option 4:** \_\_\_\_\_

## **GWINNETT COUNTY, GEORGIA**

## **LIST OF SUBCONTRACTORS**

I do \_\_\_\_\_, do not \_\_\_\_\_, propose to subcontract some of the work on this project.

**I propose to Subcontract work to the following subcontractors:**

NAME AND ADDRESS	TYPE OF WORK

Company Name \_\_\_\_\_

**BL008-22 Pre-Bid Attendee List**

#	<b>Company</b>	<b>Representative Name</b>	<b>Email</b>
1	Yellowstone Landscape	Cliff McAllister	cmcallister@yellowstonelandscape.com
2	CMG Landscape	Chris Gregory	34chrisgregory@gmail.com
3	CMG Landscape	Sharon Perry	sharonperry@cmglandscapeandmaintenancellc.com
4	The Green Season Group	Taylor Knight	Taylor@greenseasongroup.com
5	Fresh Cut Lawn Services	Ebony	fc_ls@ymail.com
6	JW Maintenance Group	Jorael White	jorael.white89@gmail.com
7	APA Landscaping Design & Installation	Yolande Barnes	barnesy@gram.edu
8	Young Industries	Mearco Young	youngindustries@att.net
9	Chealey Solutions	Tawana Chealey	admin@chealeysolutionsllc.com
10	Seasons Landscapes	Jonathan Kilpatrick	info@seasonslandscapes.com
11	Ed Castro Landscape	Rob Koch	rkoch@edcastro.com
12	Ed Castro Landscape	Jonathan Merrey	jmerrey@edcastro.com
13	Mickey & Sons	Yereny Diaz	yereny.diaz@gmail.com
14	The Cam Evans Group	Criss Evans	admin@thecamevansgroup.com
15	Prime Maintenance Turf Management	Brandon Boozer	bmboozer@comcast.net
16	Art Scape	Barry Lee	barrylee@art-scape-inc.com
17	Tru Green	Bill Artley	BillArtley@trugreenmail.com
18	ACS Landscape	Brad Sample	brad@acslandscapemanagement.com