



**ADDENDUM NO. 2  
RFP #18-002  
LANDSCAPE MAINTENANCE**

**PROPOSAL DUE DATE:  
FEBRUARY 21, 2017 NO LATER THAN 2:00 P.M. EST**

In hard copy, not electronic copy or via email or fax.

Submit Proposals to:

City of Sandy Springs, Purchasing Office  
7840 Roswell Road, Building 500  
Sandy Springs, Georgia 30350

Proposals received after the deadline  
or at any other locations will not be accepted.

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**QUESTIONS/RESPONSES**

- 1) In the landscape package – some maps and locations are missing. Has that information been updated? **See attached map.**
- 2) Who is the current provider of landscape services for the City of Sandy Springs? **Optech RWM, LLC and Howley Landscaping, Inc.** What is the price paid for the current service you are receiving? **This contract is newly scoped with no accurate comparison to current service pricing.**
- 3) Will contractor need to wipe down playground equipment at all (hard surfaces)? **No.** I am referring to cleaning any spills or bodily fluids etc. What time does public use start at each property? **These services are not included in this procurement, however, they are included under the Community Appearance Workforce Maintenance Service RFP/Contact.**
- 4) Does the Morgan Falls River Park/Dog Park consist of just inside the fences or outside as well? **All grass areas as well as right-of-way from Overlook Park to Dog Park are included.**
- 5) In the Big Trees Forest Preserve, does the pruning of dead, dying, or hazardous branches include the entire 20-acre park, or just the area around the restrooms? **The pruning includes the area around the restroom and an inspection once a month on the trails to determine any dead, dying or hazardous limbs. If tree removal is required, awarded contract will contact the Landscape Manager and the City will remove.**
- 6) Is a water source available on site at Morgan Falls River Park/Dog Park to supply supplemental water? **No.**

- 7) Are the tennis and basketball courts included in hardscape cleaning at the Sandy Springs Tennis Center, Ridgeview Park and Allen Road Park? **No these services are under the Community Appearance Workforce Maintenance Service Contract.**
- 8) Could you provide more detailed information on location of the Crepe Myrtles and Hedges for Site 63? **Crepe Myrtles and hedges are located along Roswell Road. (Does the City have a more specific address/location to provide here?) From Dalrymple Road north to Roberts Drive.**
- 9) Could you provide additional information on the landscape for City Springs and when management will be taken over from the construction contractor? **This requirement shall be bid at a later date.**
- 10) Will any city storage yard or building space be available for use by the vendor selected for this contract? **No storage yard available**
- 11) Will Trail Maintenance be included in this scope, especially at Overlook Park, Lost Corner, Big Trees Forest Preserve, and Ridgeview Park? **Trail maintenance is as needed to at Overlook Park to allow clearance of path. See #5 Monthly inspections required.**
- 12) For the electronic format detailed under “Proposal Arrangement” on page 29, is the requirement to give each volume as one whole file in the format indicated? And can one USB be used using the naming convention as indicated in the table on page 30? **See Section 3 and Section 4 of RFP.**
- 13) Will there be walk- through/site visits - of the properties? **No, but Contractors are encouraged to visit the sites. Parks are shown on maps.**
- 14) Who is currently maintaining the properties? **Optech RWM, LLC and Howley Landscaping, Inc.**
- 15) Is it possible to get a copy of the presentation that was shared at the Bid Conference? **See Addendum Number 1.**
- 16) Will you post the sign in sheet? **See Addendum Number 1.**
- 17) How much is the current yearly contract to maintain these city sites?  
<http://www.sandyspringsga.gov/home/showdocument?id=10709>  
See attachment.
- 18) What was the previous awarded contract amount for these locations? **This contract is newly scoped with no accurate comparison to current service pricing.**
- 19) Can pictures be provided of the sites that need to be maintained? **No, but Contractors are encouraged to visit the sites.**
- 20) Some of the sites call for “mow grass bi – weekly”, is it the Cities intention that the contractor mow twice per week or twice per month? **Twice per month.**
- 21) Please provide total number of buildings and their locations that will need to have their roofs cleaned of leaves and limbs October - December? **See site specifications.**
- 22) Please quantify what conditions and situations will require power washing – spec states “Power wash as needed” I need something to quantify a time investment for the season? **These services are**

**not included in this procurement, however, they are included under the Community Appearance Workforce Maintenance Service RFP/Contact.**

- 23) Please provide times when power blowing is acceptable – Specifications say “If power blower is used, must be used prior to public traffic in park”? **No. These services are not included in this procurement, however, they are included under the Community Appearance Workforce Maintenance Service RFP/Contact.**
- 24) Please provide total irrigation zone count, if possible, by facility? **The City does not have a current count of the zones for each park.**
- 25) Overlook Park – Please clarify extents and intention of “4. Clean river of trash behind and around dock.” **These services are not included in this procurement, however, they are included under the Community Appearance Workforce Maintenance Service RFP/Contact.**
- 26) Please verify that all hand watering will be billable by the hour in all instances including where this is specified “1. Provide supplemental water as directed.” **No.**
- 27) Please verify that 8” depth is how you’d like us to price this: “Ridgeview - 4 Maintain an 8” depth of cypress mulch in areas of playground equipment. Rake and or refurbish heavy use areas around swings and slides.” We typically do not recommend more than 4”. **As required by Park Specification in playground areas.**
- 28) At Lost Corner, it is specified that “First week of October over seed bare areas with Fescue” but this site is Bermuda. Is this spec correct? **Lost Corner was seeded with fescue in the spring.**
- 29) Some sites specify to apply pine straw twice, some specify to price mulch outside contract. Please clarify what should be included in scope and what should be proposed outside scope? **Twice per year to a depth of 2”.**
- 30) Where this is specified: “Clean all hard surfaces daily March 1st – October 31st. As needed November 1<sup>st</sup>-Feb 31<sup>st</sup>” is the intention to have all hard surfaces blown 7 days a week March – October or once a week March – October? **This scope is revised and now included under the Community Appearance Workforce Maintenance Service**
- 31) Please provide appendices E & F mentioned on pages 11 & 12 and referenced below? **Scope revised and is now under the Community Appearance Workforce Maintenance Service RFP/Contact.**
- I. RIGHT-OF-WAY (ROW) MAINTENANCE LEVEL 1-Three (3) staff members**  
(Streets and Roads denoted as “ROW Level 1”) (See Appendix E for streets)
- II. RIGHT-OF-WAY (ROW) MAINTENANCE LEVEL 2-Three (3) staff members**  
(Other streets/roads denoted by “ROW Level 2”) (See Appendix F for streets)
- 32) How many Performance Confidence Questionnaires do we need to have returned? **See Section 3 and Section 4.**

- 33) On page 30 of 64, under section d. Electronic Submittal. It is requested that a CD with a digital copy of our proposal be submitted with our package. Will a USB drive suffice in lieu of a CD? **See Section 3.**
- 34) Can you send addresses to location numbers you have listed under scope of service? For instant City Medians and spot location key; 34, 35, 36 and so on? **See attached map.**
- 35) The Sandy Springs City Center was just added to the RFP package. Review of the documents lists "Section 32-9301" and it appears to be a construction specification for the Landscape Maintenance and Warranty Installation for the on-going construction project. It is NOT, unfortunately, a "Scope of Work" that details the daily and weekly activities to be required of a contractor to maintain the "Park" facilities to be constructed at a future date within the new City Center. Respectfully, I must question how we can quantify the work and manpower required when these facilities have not yet been constructed? Further, this contract will be awarded and begin on July 1, 2017, long before these facilities will be built. **This requirement is removed and shall be bid at a later date.**
- 36) Since the contractor building these "Park facilities" will also be under a one-year warranty period, why would the City want us to include a price for that same period of time? You may want to re-visit this specific responsibility and exclude it at this time from this Project RFP. **This is removed.**
- 37) Thirteen of the locations state under Section D. General Site Maintenance #1 to "clean all hard surfaces daily". Is it the cities intention that the contractor visit each of these locations every day, and if so is that five days a week or seven days a week? **Revised. These services are now included under the Community Appearance Workforce Maintenance Service RFP/Contract.**
- 38) The same item states that "if power blower is used, must be used prior to public traffic in park". Is there an established typical cut off time, and given the city's existing noise ordinance which prohibits the use of power landscape equipment prior to 7:30 AM is there enough time to blow each location prior to public traffic? **These services are not included in this procurement; however, they are included under the Community Appearance Workforce Maintenance Service RFP/Contract.**
- 39) How much is the current yearly contract to maintain these city sites? **See number 17**
- 40) Can pictures be provided of the sites that need to be maintained? **See number 19**
- 41) Please specify offseason visit frequencies – November-February? **These services are not included in this procurement; however, they are included under the Community Appearance Workforce Maintenance Service RFP/Contract.**
- 42) Please specify pressure washing frequencies at each location. **Under the Community Appearance Workforce Maintenance Service Contract.**
- 43) Aside from ants, please specify which insects and diseases should be covered or change to provide price per occurrence based on infestation type and quantity as each issue can vary greatly. **"Provide chemical treatment for insects or diseases on turf, tree and shrub beds." The chemical treatment should cover all insects and diseases to keep the plant material healthy as per proper horticulture standards.**

- 44) Any restrictions on service days or times at the school fields? **Events only. Contractor to contact school.**
- 45) 8" depth of mulch at Ridgeview playground may be excessive? **See Question #27 in this Addendum.**
- 46) The performance confidence questionnaire is to be completed by the contractor's customer reference party, not the contractor correct? Just a little unclear. **The Offeror is responsible for ensuring that each of its references, including those from its major subcontractors, returns a copy of each questionnaire directly to the Procurement Officer in a sealed envelope or by e-mail to the contact identified below. The Offeror shall include in its written Proposal a list of those to whom the questionnaire was sent, including the name of the individual to whom it was sent, his or her current and verified phone number, organization, and reference contract number.**
- 47) Contract changes requested. **The Contract that was issued with the RFP is the contract that the City will accept. No additional changes will be accepted.**

## ATTACHMENTS

### 1) MAPS

- 2) Public Works Contractor  
Analysis

I hereby acknowledge receipt of Addendum Number 2 for Request for Proposal #18-002 Landscape Maintenance Project. I have incorporated the necessary changes into my response for the abovementioned Request for Proposal.

COMPANY NAME \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

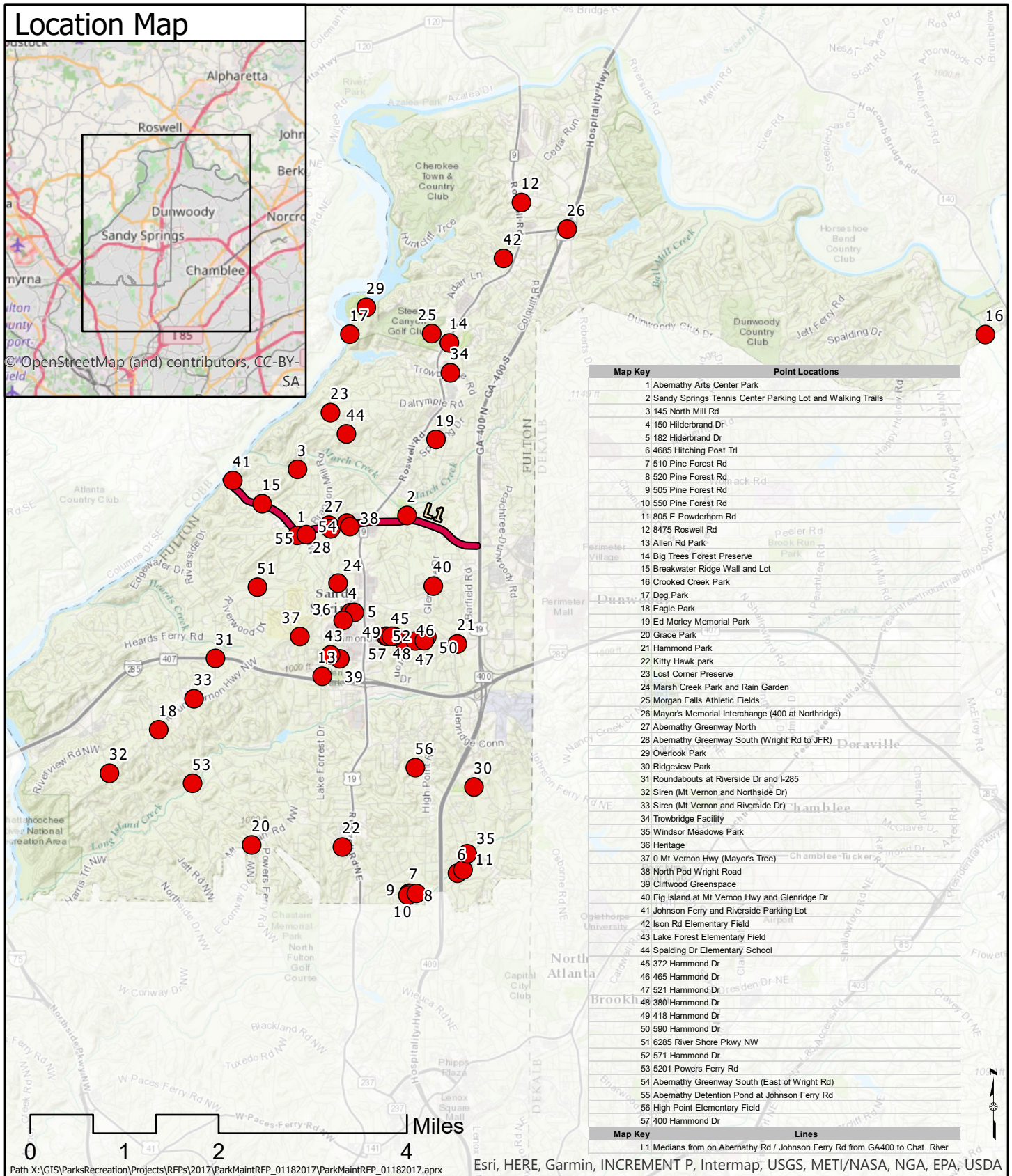
**END OF ADDENDUM #2  
RFP #18-002  
LANDSCAPE MAINTENANCE**



# Park Maintenance Locations

In Scope of Park of RFP #18-0002

View an online version of this map at <https://tinyurl.com/SSParksRFP18002>



1/20/2017

## Public Works Contractor Analysis

Contractor	Work Area	Escalator	FY 16 Amount	FY 17 Amount	% Change
Blount	Street Maintenance	0.00%	\$1,445,000	\$1,445,000	0.00%
Optech	Parks, ROW, Street Cleaning	0.00%	\$2,840,000	\$2,840,000	0.00%
ProCutters	Mowing on Interstates	0.00%	\$257,900	\$265,637	3.00%
Casey / Yellow Ribbon / Richmond	Tree Removal	0.00%	\$200,000	\$200,000	0.00%
Siemens	Traffic Signals	3.00%	\$630,000	\$650,019	3.18%
Tomal / TMI	Road Striping	0.00%	\$150,000	\$150,000	0.00%
Optech	Road Signage	0.00%	\$300,000	\$300,000	0.00%
		<b>TOTAL</b>	<b>\$5,822,900</b>	<b>\$5,850,656</b>	<b>0.48%</b>