



STATE OF MISSISSIPPI
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

LAURA D. JACKSON
EXECUTIVE DIRECTOR

ADDENDUM #1

INVITATION FOR BIDS
IFB #3160001698
Lawn & Landscaping Services

September 27, 2017

QUESTIONS & ANSWERS:

In accordance with Paragraph 1.2 Timeline of the subject Invitation for Bids (IFB), deadline for submission of questions was 09/21/2017 at 5:00 p.m. CST. The following questions were received from a bidder with answers as follow:

Question #1: Can the required licenses for portions of the work be provided by a sub-contractor?

Answer: Yes, however; the license holder / number for proposed sub-contractor must be indicated on the Certifications and Assurances Form (Attachment B) and additional Reference (Attachment C) shall be provided for any proposed sub-contractor for bidder to be considered responsive. Additionally, any/all work performed by a sub-contractor must be supervised by Vendor personnel per Paragraph 4.1.5.3.

Question #2: "...the 8 trees that is to be cut down are they going in with the base bid or do they go on a separate bid if so there is not a sheet for that..."

Answer: Paragraphs 2.2.1 and 2.2.2 of the IFB clearly indicate that while Regular Tree Pruning as defined in 5.4.1 is to be included, the tree removal referenced in Attachments D & E is excluded from the scope of work and cost should not be included in bid.

Question #3: "...I did not see how often to cut, will it be once every 7 days or every 14 days, need to know that for each month."

Answer: Section 5.1.1 Lawn Cultural Practices in Attachments D & E define scope of mowing work based upon height to be maintained rather than mandating a specific frequency. In order to clarify minimum expectations, the IFB will be amended herein.

MODIFICATIONS:

Item #1: Add the following to Paragraph 2.2.1, 2.2.2, 2.2.3, and 2.2.4 concerning minimum frequency of mowing during the term of contract:

- *In order to maintain the recommended heights as defined in Section 5.1.1 Lawn Cultural Practices and referenced in Table 5-1 in Attachments D & E, Vendor shall perform mowing during growing period on a regular basis not more frequently than every 7 days nor less frequently than every 10 days. For the purposes of this contract, growing season shall be considered the period between the first week of March and the first week of November. Mowing is required during non-growing periods, however; frequency during non-growing periods may be reduced to that required to provide a consistent appearance.*

Item #2: Add the following to Paragraph 2.2.1, 2.2.2, 2.2.3, and 2.2.4 concerning removal of leaves, twigs, branches and other landscape debris:

- *Removal of leaves, twigs, branches and other landscape debris shall be included. All such debris shall be blown or otherwise removed from paved surfaces and parking lots in work area on a regular basis, at least as frequently as mowing occurs. All debris shall be removed from planting beds and adjacent to buildings. Leaves and twigs at lawns may be mulched at time of mowing and remain on site provided quantity / build-up is not excessive. Larger sticks and branches shall be bagged and/or otherwise removed from site.*

Item #3: Refer to Paragraphs 2.2.1 and 2.2.2 and modify "Lawn Irrigation as defined in 5.1.1 will be addressed by the Office of Capitol Facilities..." to read as follows:

Lawn Irrigation as defined in Sections 5.1.1 and 6 of Landscape Management Plans (Attachments D and E) shall be included in the scope of work of this contract with the exception of the last sentence of Section 5.1.1 concerning financial constraints. It shall also be the responsibility of Vendor to alert the Office of Capitol Facilities promptly of any required major repairs.

NOTE:

Vendor must acknowledge this and any subsequent Addenda on Bid Form (Attachment A) to be considered responsive.