



ST. TAMMANY PARISH

MICHAEL B. COOPER
PARISH PRESIDENT

February 22, 2024

Please find the following addendum to the below mentioned RFP.

Addendum No.: 1

RFP#: 24-2-3

Project Name: DPW Grass Cutting Services Ponds, Roadways and Bridges

RFP Due Date: Thursday, February 29, 2024

QUESTIONS AND ANSWERS:

Question 1: Can a copy of the current contract be provided?

Answer 1: The information you are requesting will need to be requested through a Public Records Request.

Question 2: Can a copy of the previous bid tab be provided?

Answer 2: The information you are requesting will need to be requested through a Public Records Request.

Question 3: What types of mowing equipment are currently utilized to service this contract? It was stated at the pre-bid meeting that Z-Turn mowers, tractors with bush hogs, and boom mowers are utilized. Can you please confirm this?

Answer 3: Z-Turn mowers, tractors with bush hogs, and boom mowers are all utilized.

Question 4: It was stated during the pre-bid meeting that there are no schedule site tours or ride along, but that if we were interested in scheduling one that might be an option. Who can we contact to set this up and will they be able to show us at least a sampling of locations within each geographical zone of the bid?



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Answer 4: If you are interested in a site visit of pond locations you must call Mark Davis @ 985-898-2557 to schedule by February 26, 2024. These site visits will be scheduled for the 27th or 28th ONLY.

Question 5: It is stated that pricing must remain firm through the term of the contract, but will this include the optional renewal years? I.e., will contractors be allowed to request increases once the initial one-year term is complete? It was mentioned at the pre-bid that there could be negotiation of price on optional renewal years. Please confirm.

Answer 5: Pricing must be held firm throughout the year and for renewals. If pricing can not be held, the Vendor has the option to not renew.

Question 6: Here is a list of licenses listed on page 6 that may be required for this bid. However, the Seed Dealer License, Landscape Horticulturist License, and Landscape Irrigation License does not appear to be necessary as part of this bid. Please confirm whether contractors should submit all these licenses with their bid, regardless of need based on scope of work.

Answer 6: No, not all licenses need to be submitted with the proposal. The language in the package states the “Contractor must possess and submit with their proposal ‘Where Applicable.’”

Question 7: Please confirm that there is no goal or requirement for subcontracting to a Certified Veterans Initiative small entrepreneurship or certified Hudson Initiation small entrepreneurship company for this bid. That the points listed for this in PART III: EVALUATION are simply additional points applicable to those qualifying bidders who fall under these categories.

Answer 7: 10 points will be rewarded to Vendors subcontracting to a Certified Veterans Initiative small entrepreneurship, or certified Hudson Initiation small entrepreneurship company. Please refer to section “5.17 Subcontractors.”

Question 8: It is stated that performance bonds and Fidelity Bonds are “N/A” or “Omitted as not applicable to this RFP”. Please confirm if any other type of bond will be required.

Answer 8: There are no bonds required for this project.



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Question 9: Could site maps with boundary lines be provided for all locations included in this bid? This will help to ensure all bidders are aware of complete extents of maintenance responsibility per location and provide more comparable bid pricing for STP to review.

- a. Alternatively, could site maps with boundary lines be provided for the pond locations specifically, if not for all roads as well? It was mentioned at the pre-bid that the maps for the ponds were a possibility to be put together and sent out via addendum.

Answer 9: **Maps will not be provided at this time; site visits will be scheduled to answer any questions.**

Question 10: Attachment “G” provided is a corporate resolution form. If we have internal versions of this, is it allowable to replace the form provided with our internal form for submission of this bid?

Answer 10: **“Attachment ‘G’ – Sample Corporate Resolution” is only a sample and used for a guideline.**

Question 11: The summarized scope of work, and then later per each location scope of work, it is stated that tree pruning as needed is to be included. Can you please confirm pruning height of trees that are required in this bid? 13’6” was stated at the pre-bid for trees that overhang roadways, and that standard maintenance height for all other trees as to not interfere with mowing operations. (Approximately 6-8’)

- a. Also, does this including trimming of tree lines or only ornamental trees in the footprints of roadways we are to maintain?

Answer 11: **All trees within the scope should be maintained. 13’6” for overhanging trees and 6-8’ for all other trees. In order to trim ANY Live Oak trees, vendor MUST get approval from DPW first.**

Question 12: The summarized scope of work, and then later per each location scope of work, it is stated that lawn shrubs and tree fertilization is to be included. It was stated during the pre-bid meeting that this scope of work was likely going to be removed via addendum. Please confirm if this will be removed from this scope or not.

- a. If not, how many times should fertilizer be applied to shrubs, turf, and trees per year? (Annually is notated in specifications) Is there a specific



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type of fertilizer to be used? Is there a required application rate regarding lbs. of N per 1,000 SF?

Answer 12: Lawn shrubs and tree fertilization are no longer needed and shall be removed from the scope of work for all locations.

Question 13: The summarized scope of work, and then later per each location scope of work, it is stated that ant control (as needed) is to be included. Should only ant mounds be treated when they appear, or do contractors need to apply granular ant bait/control chemicals periodically throughout the year?

a. If ant bait/chemical is to be applied, please specify what type of product is required, at what application rate, and how many times per year it should be broadcast over all turf areas.

Answer 13: Ant control shall be treated annually and then when necessary throughout the year. All ant preventatives must meet and be approved by all local, state and federal regulations.

Question 14: It was stated at the pre-bid that the general guidelines for maintenance at each location is to occur from the roadside to the back side of the ditch. Should all bidders assume these limits unless specific instructions, per location, dictate otherwise? Please clarify.

Answer 14: Bidders shall assume these limits unless specific instructions, per location, dictate otherwise.

Question 15: On the Bid Number: 923456-24-2-3, Description: RFP - DPW Grass Cutting Services Ponds, Roadways and Bridges locations 33 – 40 does not list the area to be able to figure out the acreage.

Answer 15: All information needed to cut the area is given in the specifications.

End of Addendum # 1