



2/29/2024

**Addendum # 3 to Bid 002770**

Change the above referenced Invitation to Bid to agree with this addendum.

This addendum must be signed and included with bid submission.

Vendor Signature - \_\_\_\_\_

Q. Can color maps of higher resolution be provided to all contractors? What has been provided is a scanned copy of the maps in black and white and are difficult to discern.

A. The color version was emailed to all prospective bidders.

Q. 2.7-B-2 What is the timeline for receiving back the inspection or letting us know when the inspection will take place? Is this also to be considered for any work to be completed?

A. Generally, inspections of work for routine landscape maintenance will not be required unless performing contractual pruning, scheduled projects outside of the normal maintenance work, or at the request of the Service Provider.

Q. 2.8-B Will a text message count as a telephone check in

A. Yes, communication by text message will be sufficient.

Q. 3.4-A Contract states July 1,2023 and ends 1 year after that date, so does this contract end July 1,2024 or 1 year from start date of this contract?

A. That is an error in the Specifications. The contract will start the day the PO is issued in March 2024 and end the day before in March 2025.

Q. 3.7-B-1 Does on site mean each location?

A. "On-site" will pertain to each individual property, i.e. Downtown Campus, School of Dentistry Campus or Charity Cemetery. So if there are 3+ employee crews at two properties simultaneously, then both sites will each require a supervisor

Q. 3.7-B-1 Does this also include trash and parking garages, so if you have 2 guys doing trash and 1 Irrigation tech on site, does a supervisor have to be onsite?

A. Yes.

Q. 3.7-B-1 Can the one additional employee on site at all times be working in another capacity besides supervising? Or is it to be a nonworking supervisor?

A. No, there must be a designated nonworking supervisor.

Q. 3.7-C-2 Does the contractor have to wait for inspection to be completed before leaving site?  
Moving onto another area?

A. No, unless the work that is being performed falls outside of routine maintenance.

Q. 5.2 As stated in the pre-bid meeting, existing conditions are not up to specs, will a remediation be allowed? For additional cost or included in contract price? If so what type ex will we be required to prune crepes as they are not completed or wait until Jan 2025?

A. The Service Provider will supply LSUHSC with an initial assessment quote to include any remediation work & a separate PO will be issued. Crepe Myrtle trees will be addressed in the 2025 pruning cycle.

Q. 5.9 If only 2 people are onsite for pruning will a supervisor need to be present?

A. For the first scheduled pruning cycle of ornamental shrubs, a supervisor must be present to ensure compliance with specifications. The need for a supervisor for all subsequent pruning cycles will depend on worker proficiency in meeting specified outcomes during the previous pruning cycle.

Q. 5.9-B If acceptable to not achieve preferred appearance in the first or even the second trimming, what is the acceptable amount of pruning to be completed for cycle to be approved?

A. LSUHSC-NO affirms that all shrubs are within 1-2 pruning cycles of the desired size/shape.

Q. 5.9 -D-1 Are only Eleanor Tabor Indian Hawthorne to be trimmed or all Hawthorne's?

A. No, all Indian Hawthorne species.

Q. 5.9-D-1-b-1 If plants are to be maintained at a maximum height of 30 inches, will plants close to that height be acceptable to bring below that height if leaving a bare spot, so next cycle you can get proper shape?

A. Yes, and with the consultation of the designated LSUHSC-NO representative.

Q. 5.9-J Can this be done during regular hours of Monday-Friday or will any of this work need to be scheduled on the weekend?

A. Yes, it can be performed during the regular work week.

Q. 5.1-B Is it acceptable to use a bigger plant than 4in pot size if you are putting out the same quantity?

A. Yes, but only with consultation of the designated LSUHSC-NO representative if there will also be a difference in price.

Q. 5.18 Can litter/debris collection and emptying/cleaning of trash receptacles be done once during the day if times are hit or does this need to be an all day affair?

A. Once a day is sufficient.

Q. 5.18 Will the contractor be responsible for the chemical used to wipe down receptacles with? Is there any specs of the chemical to be used?

A. No. General purpose cleaner is to be provided by LSUHSC.

Q. What is the approximate number of trash receptacles that will need to be serviced daily?

A. Approximately 45.

Q. 5.19 What is the approximate SF of each garage?

A. For overhead cleaning, the Roman Garage is 415,000 sq. ft., the Gravier Garage is 150,000 sq. ft., and the Residence Hall Garage is approximately 22,225 sq. ft.

Q. 5.19 Are you all looking for the parking garages to be pressure washed? What does cleaning entail?

A. No. Cleaning will be the dusting of overhead surfaces and wiping down fire extinguisher housing boxes and parking garage signage.

Q. 5.19 is there any time constraints for this work? Can it be done during regular hours? Has to be done at night? Has to be done on weekends? Can we request to have a garage closed?

A. Time constraints – Yes. During regular hours – No. Done at night – Yes. Done on weekends – Yes. Request garage closed – No.

Q. It was stated at the pre-bid meeting that this contract will likely be an immediate start once the award decision has been made. Section 5.2 INITIAL ASSESSMENT – A – states that the contractor will provide a written report of all site deficiencies to LSUHSC-NO representative 30 calendar days before the start of the contract to negotiate an additional fee to correct or to assume responsibility of the locations as-is. If the contract is an immediate start, contractors will likely not have the full 30 days required to satisfy this requirement. Will this timeline be amended and, if so, what will the new terms of this specification be?

A. That is an error in the specifications. The Service Provider will provide the written assessment 30 days after the start of the contract.

Q. It is stated that crepe myrtle pruning must take place in January only. It was noticed that many of them have been pruned, and many have not as of the date of the pre-bid. Will these crepe myrtles have to be left as-is until next January or will they be pruned as part of the remedial service to restore site conditions to specified maintainable standards?

A. They will be left as is till the 2025 pruning cycle.

Q. It was also noted that many of the crepe myrtle trees were completely pruned across the tops (topping). Is this what LSUHSC is requiring for the crepe myrtle pruning. This is not typically horticulturally sound practices as we understand them. Please clarify pruning expectations.

A. The Crepe Myrtle trees were pruned incorrectly during the 2024 pruning cycle. Expectations for pruning are ONLY to remove growth from each tree that is one-quarter (1/4) inch in diameter or smaller.



Q. The current count of annual color plants is provided as 2,520 plants. Does this count include the per year amount of plants, or per change-out amount of plants? I.e., are contractors expected to install 2,520 plants per year, or 5,040 plants per year (2,520 per change-out)?

A. The amount is per seasonal change out (5,040 plants per year).

Q. At one point in the specifications, it is stated to fertilize turf 4 times per year, and later stated 3 times per year. Please specify which is correct?

A. Turf to be fertilized 4 times per year per - Section 5 Subsection 5.11.C.3 is incorrect.

Q. Can a total number of irrigation controllers and well as individual irrigation zones, per controller, be provided to all bidders for the Downtown Campus, School of Dentistry Campus, and the intramural athletic fields?

A. Total number of irrigation controllers Downtown is 14 and Dental is 5. Zones are between 10-24 per controller.

Q. Mowing scheduling is broken down by Weekly Service and Monthly Service. Weekly is from March through October and Monthly is the middle of each month from November through February. This would equate to between 36-39 visits annually. Please specify how many visits you would like all bidders to use in their pricing calculations for mowing services.

A. Use 39 visits.

Q. Are the Parking Garage Cleaning services currently contracted out, or performed in-house by LSUHSC? If contracted out, can a copy of the current contract and previous bid tab for these services be provided? If in-house, can LSUHSC describe the approximate manpower (number of employees utilized per service visit), equipment, materials, etc. that is currently being allocated to provide these services as specified?

A. Services are not currently being performed either in-house or by a Contractor.

**Patrick Defourneaux**

Procurement Analyst, LSU Health Sciences Center  
433 Bolivar St. 6th Floor, New Orleans, LA 70112  
Office phone: 504-568-2947

Email: [pdefou@lsuhsc.edu](mailto:pdefou@lsuhsc.edu)

