

ADDENDUM FOR GREENSBORO HOUSING AUTHORITY
REQUEST FOR PROPOSALS FOR
LANDSCAPING AND LAWN MAINTENANCE SERVICES
FEBRUARY 2019

Question # 1: Who is the incumbent?

Answer # 1: The current vendor of the (10) ten properties had options to renew to exercise but those were declined and thus all (1) ten properties are going out for bid.

Question # 2: What is the budget for the year for the landscaping of the portfolio?

Answer # 2: The current contract costs of each of the properties are below:

Hickory Trails	-	\$16,000.00/year and \$1,333.33/month
Woodland Village	-	\$9,000.00/year and \$750.00/month
Abby Court	-	\$8,000.00/year and \$666.67/month
Stoneridge	-	\$13,000.00/year and \$1,083.33/month
Applewood	-	\$12,000.00/year and \$1,000.00/month
Silverbriar	-	\$12,000.00/year and \$1,000.00/month
Pear Leaf	-	\$12,000.00/year and \$1,000.00/month
River Birch	-	\$13,000.00/year and \$1,083.33/month
Foxworth	-	\$7,560.00/year and \$630.00/month
North Pointe at Hicone	-	\$8,340.00/year and \$695.00/month

Question # 3: Would this be a per property award, or would it be portfolio awarded?

Answer # 3: Each of the properties will be evaluated separately and will be awarded per property

Question # 4: Will there be a pre-bid conference?

Answer # 4: There will not be a pre-bid conference for this RFP.

Question #5: When was seeding done by current landscaping contractor? How much seed was put out?

Answer #5: I don't know when the seeding was done last by the current contractor. I don't know of any specific volume of seed which was put on the properties.

Question #6: With the soil, how much soil amendment? Can you provide a copy of the soil report?

Answer #6: I do not know anything regarding the soil amendment. I do not have a copy of a soil report.

Question #7: Do you have to be a licensed landscape contractor?

Answer # 7: There is nothing specific within the RFP of being a licensed landscape contractor. However, it would be recommended. One of the areas is on evaluating the RFP Is on experience and that will be reviewed as well.

Question #8: When were the shrubs cut last at the site?

Answer #8: I do not know the time the shrubs were cut last at the sites (if applicable).

Question #9: Will the bids be opened and read on March 1, 2019?

Answer # 9: The deadline (to be delivered to the Central Office location) is 2:00 p.m. on Friday, March 1, 2019. The bids will be opened either late that afternoon or early the following week. The evaluation process should happen early the next week and a decision towards the end of the week. The only exception to this is if there is not a minimum of (3) three proposals received. In that case, there will more than likely be an extension on the RFP deadline sent out for an additional week.

Question #10: How do we show site visits?

Answer #10: There's no way to show the site visits. The purpose of a site visit is mainly for prospective vendors who have never done work within those properties. By this the prospective vendor can get a clear scope on the work and specific areas for the landscaping and lawn maintenance services to occur.

Question # 11: Are the acreages in the solicitation turf only or turf and buildings?

Answer #11: I believe it is for the turf only since that is the area to be landscaped and lawn maintained. However, in the email it states required but is definitely recommended to stop by each of the properties to assess the areas and to see the property manager (if needed) for clarification of all of the scope of work to be completed.

Question # 12: On several of the properties the gutters are not cleaned. Who covers that cost?

Answer # 12: In the RFP, gutter cleaning will be part of the contract cost and needs to be included in the pricing of each of the properties.

Question # 13: With mulching who covers the cost of the materials?

Answer # 13: Labor and materials for applying mulch should be included in the contracted price. In addition, all bed and hard edges will be trenched and beds replenished with mulch once a year.

Question # 14: Noticed on the properties seeding and aeration not done. Who covers the cost and frequency?

Answer # 14: In the RFP it states aerate yard, fertilize, lime and seed twice a year in Spring and Fall. If this has not already been done, then price it for twice a year for the Spring and Fall.

Question # 15: What about covering the cost of the retention pond?

Answer # 15: The retention pond is only for Foxworth and River Birch communities. The area around the retention pond need to be trimmed (twice a year). The retention pond needs to be cleaned out (twice a year). Monitor and have any growth removed from fence (twice a year). Factor this in with the contracted price of those communities.

Question # 16: How about with weed control? Who covers the cost of that?

Answer # 16: Weed control will be factored in on the quote of the contracted price. With this area, all flower beds will be sprayed or weeded by hand to control weeds. All hard surface cracks and crevices will be sprayed or weeded by hand to control weeds. All mulch areas will be sprayed or weeded by hand to control weeds.

Question # 17: With bushes, how often is that done and who incurs the cost?

Answer # 17: In regards to pruning shrubs factor the below items in quoting on this. Shrubs to be pruned in the Spring (April-May), Summer (July), and Fall (October). All shrub and hedge debris to be carried offsite. This will be performed on all shrubs except plant types that require pruning after flowering as in azaleas etc. Small trees such as crape myrtles, camellias will not be sheared as a hedge.

Question # 18: How is the aeration, seeding, fertilizing, and lime determined in the pricing?

Answer # 18: The aeration, seeding, fertilizing and lime costs (materials and labor) are all factored into the contracted price.

Question #19: Is the lime specs correct at 40 lbs. per 1,000 square feet?

Answer # 19: The lime specs within this RFP do state 40 lbs. per 1,000 square feet and should be followed within those specifications.