

ADDENDUM NO. 2

DATE: January 23, 2020
TO: All Bidders 
FROM: Julie Smith Maxwell, Procurement Specialist
SUBJECT: Addendum No. 2 – Mowing Services for Suttree Landing Park
BIDS DUE: February 12, 2020, at 11:00:00 a.m. Eastern Time

This addendum is being published to make changes as well as respond to questions asked during the Pre-Bid meeting for the above-referenced Invitation to Bid. This addendum becomes a part of the Contract Document and modifies the original specifications as noted.

Correction:

The City hereby revises the evaluation criteria points' distribution as noted below:

1. Qualifications of the Firm – 10 points

- Number of years in business, location of working office
- Number of personnel employed available to provide service for this bid including supervisory staff. Note if personnel is full-time, part-time, or seasonal employment. Include the use of any subcontractors.
- List of equipment to be used for this service and the current condition of all equipment.

2. Experience, Past Performance, and References – 10 points

- Detail a list of what portion of the work, if any, will be subcontracted
- All contractor's must supply no less than three (3) references within the past three (3) years where similar work and comparable job size was performed. Include the name of the business, address, phone number, and contact person's email address for each reference.
- Provide any unique strengths, experiences, or qualifications of your firm.

3. Cost– 70 points

- Enter your cost on the bid form included in this document noting the price per service as well as the total cost for a one year contract.

4. Approach and Current Workload– 10 points

- Provide information on current workload and how this project will be accomplished
- Provide information on management of staff and training provided to personnel

Additionally, bid submissions shall include four (4) hard copies (one original and three duplicates—mark the original as such).

Question 1: Who has the current contract?

Response: Landscape Workshop

Question 2: How many rounds of fertilizer will be required?

Response: Seven.

Question 3: Will the frequency of mowing increase?

Response: Not under this contract. Should special events arise that require an additional mowing cycle, the City of Knoxville staff will provide that additional service.

Question 4: Does all the work need to be self-performed?

Response: No. Bidder is responsible for noting any subcontracting work with bid submission.

END OF ADDENDUM NO. 2