

**PURCHASING  
AND MATERIALS  
MANAGEMENT**



**City of Myrtle Beach  
SOUTH CAROLINA**

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**Addendum 002  
January 18, 2023  
RFP 23-R0018  
Grounds and Landscape Maintenance for North Parks**

The purpose of this Addendum 002 to RFP 23-R0018 for Grounds and Landscape Maintenance for North Parks, dated January 5, 2023, and previously amended on January 10, 2023 is to provide clarification to comments/questions received.

1. How and at what frequency is the City is currently billed for grounds and landscape maintenance services?

The City is currently billed on a monthly basis for services performed at the north parks.

The contract price shall be the annual cost to provide grounds and landscape maintenance services for all specified locations, however, the contract price will be divided into twelve (12) equal monthly payments and the City shall pay the successful Offeror a monthly payment for services rendered.

Prices are to include all applicable costs, including but not limited to: supplies, tools, equipment, labor, supervision, truck charges, mileage, travel time, per diem, fuel, fuel surcharges, energy surcharges, hazardous material handling fees, hazardous materials disposal fees, environmental impact fees, and waste disposal fees. All licenses, fees, and taxes applicable must be included in the bid prices. No service charges or incidental expenses of any kind will be allowed.

2. Do the current set prices include a 3% increase for each property? How does this work?

Prices shall remain firm for the entire term of the contract. Price increase(s), if needed, may be considered at the beginning of the renewal term, should the contract be renewed. However, any price increase requested may not exceed 3% provided both parties agree. At the City's discretion, proof may be requested to substantiate the need for a price increase.

3. Is the work performed monthly? If not, what is the schedule for work to be performed?

The work requirements for the parks are defined in the Specifications Section of RFP 23-R0018. This includes the frequency and a detailed description of the services to be provided.

It shall be the responsibility of Offeror to make all examinations and investigations necessary to thoroughly inform themselves regarding the work to be performed as required by the conditions set forth in this RFP and to obtain any/all information needed to satisfactorily perform the required work.

The City highly recommends that Offeror perform a site visit to each location to be covered under the contract to ensure that the Offeror fully understands the work involved and the condition of the locations to be maintained. Site visits shall be performed at no cost to the city.

Sealed proposals are due in the Purchasing Office no later than 2:00PM (local time) on Thursday, January 26, 2023. No electronic submissions will be accepted. The City of Myrtle Beach is not responsible for late or misdirected mail.

Please send/deliver in your sealed proposal to the address listed below:

City of Myrtle Beach  
Purchasing Division  
3231 Mr. Joe White Avenue  
Myrtle Beach, SC 29577  
Attn: Lynda Greenough