



## ADDENDUM NO. 1

Date: March 3, 2021

To: All Interested Parties

From: Litsy C. Pittser, Procurement Specialist  
Village of Palmetto Bay  
9705 E Hibiscus Street  
Palmetto Bay, Florida 33157

Re: Invitation to Bid No. 2021-11-006  
Village-Wide Landscaping and Maintenance

This Addendum forms part of the Invitation to Bid (ITB) Package advertised February 10<sup>th</sup>, 2021 and with a bid opening date of March 18<sup>th</sup>, 2021, with any amendments and/or additions noted below.

**Question:** E. Rodriguez Landscaping: Background checks - Is it to be done by any third-party vendor, at our expense as mentioned on the bid?

**Response:** Yes, background checks can be done by any third-party vendor of your choosing, and yes, the expense will fall on the awarded vendor.

**Question:** Insurance/Bonds – Article 11 – Errors and Omissions of Liability at \$ 1 million; is this coverage needed if we are not using subcontractors?

**Response:** On page 9, Section 3.13, it states Errors and Omissions or Contractor Liability Insurance. This is a requirement since the Village is not asking for any bonds. The Village is looking for "Contractor's Liability Insurance".

**Question:** Village Parks and Properties – Scope of work needed – Will maintenance be to grass-only areas or trees, hedges, and plant material as well?

**Response:** Based on the instructions of the bid sheet for Parks and Other Properties, the grass will be cut based on the frequencies that the Department requested. The other items on the list will be serviced based on a schedule agreed on by the Department and awarded Vendor.

**Question:** Re: MOT plans: Are these plans to be included in the bid?

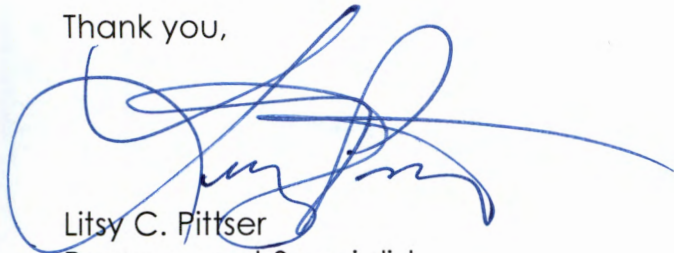
**Response:** No, the MOT will be prepared by the awarded Vendor. The solicitation mentions MOT so the Vendor understands that an MOT plan shall be generated and approved by the Village using FDOT and Village standards.

**Question:** Sonny's Total Landscaping: Is it possible you can send me a copy of the bid tabulation for the previous bidder?

**Response:** In order to obtain records, please contact our Village Clerk, [MArocha@palmettobay-fl.gov](mailto:MArocha@palmettobay-fl.gov) or go to our website [www.palmettobay-fl.gov](http://www.palmettobay-fl.gov) and request a public record for the information you are seeking. We will be happy to send this information to whomever requests it.

**Procurement Specialist (statement):** *The Village is now open to the public, so if you are dropping off your bid the day of the bid opening, please ring the doorbell outside the lobby, someone will open the door and take your bid. If you would like to see the bid opening, it will be on Facebook Live – Village of Palmetto Bay. Bid opening sheet will be posted on our website the following morning.*

Thank you,



Litsy C. Pittser  
Procurement Specialist

# ACKNOWLEDGEMENT OF ADDENDUM SOLICITATION



Amendment/Modification No: 1

Amendment of ITB No: 2021-11-006

Title: Village-Wide Landscaping and Maintenance

Name of Contractor \_\_\_\_\_

Date Addendum Received \_\_\_\_\_

Total Pages of Addendum including Acknowledgement 3

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

**All other terms and conditions stipulated in the original Village of Palmetto Bay Invitation to Bid shall remain in force. All addenda created will be incorporated into the final contract and must be acknowledged in all bids. This acknowledgement form must be included in the response and failure to sign and submit this form may result in rejection of your bid.**