



## MEMORANDUM

**TO:** RFP 23-009

**FROM:** Purchasing

**DATE:** January 25, 2023

**RE:** **Addendum: RFP 23-009-02**

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### Question and Answer

1. Will we augment with the employees that are on staff now?  
*Yes, the contractor will assist the Grounds personnel.*
2. What areas will we be responsible for?  
*See attached map*
3. What APPA levels are you wanting?  
*See addendum 1*
4. Is this the first time exploring other options for ground maintenance?  
*(Unknown. Other managers in the past could have considered outsourcing grounds maintenance.)*
5. Is there a protocol for snow removal?  
*They are constantly removing snow. The contractor will be assigned an area and will determine the best method for snow removal within that area. However, the university does ask that snow be removed from walkways and stairs first.*
6. Why is chemicals not being used on weeds?  
*This RFP does not call for the use of herbicides on weeds.*

**\*Offerors must acknowledge this amendment in Attachment 1 when submitting proposal.**