

REQUEST FOR QUALIFICATIONS
CITY OF BEAUFORT
LANDSCAPING AND MAINTENANCE SERVICES
RFP 2020-101, Addendum No. 4 & RFP 2020-102, Addendum No. 3
September 16, 2020

This Addendum No. 4 to RFP 2020-101, Landscaping and Maintenance Services, and Addendum No. 3 to RFP 2020-102, Landscaping and Maintenance Services – Right of Ways, are issued by the City of Beaufort Finance Department. Except as modified by this Addendum No. 4, all areas of both RFP's not specifically mentioned in or affected by this Addendum shall remain unchanged.

The following Questions and Answers were presented at the Pre-Bid meeting and emailed to City representative by Friday, September 13, 2019 at 4:00pm.

Question 1: Over off of Pidge Point, the road, Pidge Point park is not included in the scope of the RFP, is that correct?

Answer: That is correct, Pigeon Point Park is not included in the scope.

Question 2: RFP also mentions something about tree maintenance up to 20 foot in height. Can you clarify what you are talking about there because 20 foot is above what is currently being maintained.

Answer: We broke that out by two regular trees but also palmetto trees as well, so there is a distinction between the two different species.

Question 2a: So, you are looking for palmettos to be pruned.

Answer: Correct.

Question 3: Regarding storm drainage. Anything below a Category 2, usually that may not be determined until after the fact because there might be some discrepancy between hurricane category, but it is supposed to be cleaned up immediately. How is that going to be handled?

Answer: Typically, from my experience storms are categorized when they hit landfall so usually it is determined when they hit landfall what category hurricane it will be. City personnel will be in continual contact with the awarded contractor as part of the hurricane preparation team.

Question 4: It was mentioned top dressing applying to Boundary Street median, but there is no irrigation on that median and shoulders, so I don't know if you really want to go after top dressing.

Answer: As talked about in a previous meeting the City is working to try to repair the irrigation and is awaiting a quote.

Question 4a: Referring to medians out front, assuming the new medians and shoulders built. There is no irrigation out there at all, and as far as sanding it they still want it sanded. There is no irrigation in front of the ones in front of the Walmart, do they still want it sanded.

Answer: It was mentioned on the two medians at corner of Boundary Street and Ribaut Road. Currently the City is top dressing those grassed areas. The median in front of Walmart (Ladys Island) is to be sanded on the grassed areas.

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Question 5: The boundary street medians, are they going to be maintained as the Jasmine previously planted or what is the plans going forward with that?

Answer: There are certain sections where the jasmine was transplanted and the sod wasn't put into place due to some overcrowding and just the health of the existing reservation, so that will remain as is. As far as what is still there/remaining it will be maintained.

Question 6: Tree fertilization, there is a lot of roads in this one, do you just mean the trees that are in the medians?

Answer: Correct

Question 7: With these contracts, some of the areas are currently done in house with both RFP 2020-102 & RFP 2020-102, so you don't have to have a contract amount, is that correct?

Answer: That is correct, currently some of those services done internally have no contract value. Some of them are done in house, and some are done with one/two of our current vendors.

Question 7a: So, there is no contract amount?

Answer: You're going to propose a contract price. The goal of these RFP's is to bring everything together under one umbrella in a contracted service.

Question 8: Regarding the Price Summary page, the RFP's cover a 36-month period with an option to renew for an additional 2 years but the price sheet only covers one 12-month period. Do you want one price sheet for each of the 5 years?

Answer: Yes, a separate price sheet for each year under the 36-month contract as well as for the two (2) additional option years, for a total of five (5) price summary sheets.

Question 9: Both of the RFP's (RFP 2020-101 and RFP 2020-102) call for an Ethics in Public Contracting Certificate. The current contract was bid under the request for an Ethics in Public Contracting Affidavit. Depending on the level of the certificate, it will require a company to send someone to a 5 to 30-day class in order to receive the certificate. The bids are due in 23 days. Did the RFP's mean to request an Affidavit vs a Certificate?

Answer: An Ethics in Public Contracting Affidavit is required, not a Certificate.

Question 10: The deadline for the bids was extended from Friday, September 13th, 2019 to Monday, September 16, 2019. Given that we have not gotten the answers back on our question and lost nearly a whole week with hurricane evacuation or cleanup, one business day does not allow time to make sure we assign the correct values to our bid response and allow time to get bid bonds and other paperwork. My question is, can we have at least a week after receiving answers to submit our bids?

Answer: See Addendum No. 3 to RFP 2020-101 and Addendum No. 2 to RFP 2020-102.

Question 11: Do you have a specific non collusion affidavit for we should use?

Answer: All required forms are included in the General Terms & Conditions located under the City's website under Procurement.

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Question 12: If our company is based in South Carolina, do we submit a non-resident taxpayer affidavit.

Answer: No, this is completed only for non-residents. See provisions as discussed in the General Terms & Conditions.

Question 13: Regarding City Facilities the scope of work does not reference a visit schedule (outside of mowing which just mentions a clean/trimmed appearance). Should they be visited weekly (52 per year) visits? The current contract requires visits and maintaining the building every week.

Answer: Yes, the visit schedule for the City Facilities in once per week (52 per year).

Question 14: Page under Ornamental and bed Maintenance, Flower beds and flowerpots. Calls for approximately 2,500 square feet of annual beds and flower pots. Upon our walk through of 1911 and 1901 Boundary Street, Fire station 135 Ribaut Rd. and Fire station 1120 Ribaut Rd. No flower beds or pots were present. Please give locations of flower beds and pots.

Answer: There were original a total of four (4) flower beds at both 1901 & 1911 Boundary Street (Municipal Complex – City Hall, Police & Courts Department buildings) on the Boundary Street side. They were removed due to the Boundary Street Project. Prior to the execution of this contract, the proposed 2500 sq. ft. of flower beds will be installed that will indicate the prescribed areas.

Question 15: Waterfront Park Playground – Should this be in scope for RFP No. 2020-101? If so what are the parameters of work? Janitorial Services to Public Facilities – Did not see any on our walk through, Should they be in this RFP?

Answer: Please disregard all references to Waterfront Park Playground and Janitorial Services to Public Facilities in RFP 2020-101.

RFP 2020-102 Right of Ways Questions addressed through Questions 16 to Question 24

Question 16: The scope of work does not reference a Group 1 visit schedule outside of a cutting schedule. The RFP reads that “we are to visit each site every other week from March to November and once a month between December to February. If this is correct, can you verify? In the current contract we visit these sites every other week all year long due to the volume of people, trash and leaf/limb litter pickup that accumulates along the roads and gutters. *Note – any monthly visits to these sites may be an aesthetic and gutter problem during those months.

Answer: Group 1 is to be cut every 14 days during growing season and once a month in December, January and February.

Question 17: SC Hwy 170 – the current contract covers HWY 170 from Hwy 21 down past Goethie Hill Road (to welcome to the City of Beaufort sign). The RFP 2020-102 notes to stop at Alston Road which is approximately ¾ miles short of the City limit. Is Alston Rd correct?

Answer: Alston Rd is the correct limits.

Question 18: US 21 – the current contract includes Carteret Street on the Hwy 21 section. The RFP notes to stop at Pigeon Point Rd (thereby deleting Carteret St from the Hwy 21 section). Is that correct?

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Answer: The RFP stops at Pigeon Point Road. Another RFP will encompass Carteret St as well as the downtown area.

Question 19: Group 2 (1x per quarter visits) at Old Point. The RFP references Carteret St as a boundary line. Is Carteret St now in Old Point Group 2 or not in the right of way scope of work at all?

Answer: Carteret St is not within this RFP. See answer to Question 16 above.

Question 20: Ribaut Road – the RFP notes to maintain from US 21 to Southside Blvd. The current contract calls for us to maintain from US 21 to Mossy Oaks Dr. Note – along Ribaut Rd from Mossy Oaks Rd to Southside Blvd is the Town of Port Royal. IS the RFP correct?

Question 21: Battery Creek Rd. The current contract has Battery Creek Rd terminating at Southside Blvd. The RFP calls for it to terminate at the next road up – Waddell. That portion may be in the Town of Port Royal? Is RFP correct?

Answer: The RFP is correct. The limits go to Waddell Rd in this RFP.

Question 22: Hermitage Rd. The current irrigation operates but multiple heads are old, and root bound from the nearby trees. Extensive work will be needed to have correct/proper spray patterns.

Answer: The existing pump is not functioning correct. The City will be repairing or replacing it. The rest of the irrigation system is function correctly as we have not had any reports of failure from the current landscape contractor.

Question 23: Spanish Moss Trail – under the current contract we maintain from the Port Royal end of the trail past the Westvine Trail Head to just past Depot Trail Head. The Greenery maintains from just past the Depot Trail Head to Hwy 170. The County maintains from Hwy 170 to Broad Hill Blvd/Burton Hill Rd. Is the RFP correct stating that we are to maintain Westvine Dr to Burton Hill Rd? Or should it read from the trail ending in Port Royal to Hwy 170?

Answer: The RFP is correct. Spanish Moss Trail is to be maintained from Burton Hill Rd to Westvine Trailhead.

Question 24: Under the Submission requirements, item C. Proposers Work History and References, it asks for Names, contact person, address, emails and phone number of references for clients, whom similar services have been provided. Your proposal must specifically address the following:

Answer: The requirements of the RFP must be followed in order to for your proposal to be considered meeting the RFP requirements.

All Bidders shall acknowledge receipt and acceptance of this Addendum signing in the space provided in the RFP Signature Page. Proposals submitted without this Addendum may be considered non-responsive.