

June 28, 2021

TO: All Proposers under **RFP No. 21-500585, Landscape Maintenance Services for County Parks**

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia

ADDENDUM NO. # 2

Request for Proposals (RFP) No. 21-500585, Landscape Maintenance Services for County Parks is hereby amended as follows:

1. Questions regarding this solicitation have been received and are listed below along with the responses.
 - A) What is the estimated budget for this project?
The Budget will be determined upon completion of the evaluation of the proposals and pricing by the evaluation committee.
 - B) What is the county currently paying for this service?
You may submit an Open Records Request to request current costs for services; however, be advised a competitive proposal has never been released for these locations.
 - C) Will the county require additional staffing to be available for emergency situations?
No, this is not a requirement of the proposal.
 - D) How many days after a period of rain will the county require the services to resume?
If rain causes delays to the schedule, then the contractor must submit an adjusted schedule to make up the missed days. The schedule will be reviewed by Recreation, Parks and Cultural Affairs and if needed, may be adjusted if certain events are scheduled at the parks.
 - E) Will the county provide a schedule of events going on at the parks if available?
Yes. The County will provide the schedule to the awarded contractor(s).
 - F) Will the contractor be responsible for removing debris from the locations or can the debris be deposited in cans on site?
Yes. The contractor is responsible for removal of the debris from the site.
 - G) How long will the county give to correct issues found if any?
The contractor will have till the next mowing cycle.
 - H) If certain areas have not been maintained accordingly during the off season will the county allow for a clean up fee to be assessed before the March start date?
The County will determine if a cleanup fee is needed and advise the contractor.

- I) If a park is serviced on Monday, and not graded until Thursday, how will inspectors account for the time gap?
The inspectors can assess if a park has been serviced within that same week.
- J) There is a difference in the scope of work and the inspection report. One says 3” and the other says 4”. Could the County clarify?
Yes - 3” shall be used.
- K) Please confirm the type of licensure required for the proposal.
In accordance with the solicitation, Required Documents, page 4 and Qualifications, page 11, Company must have a State Certified Commercial Pesticide Applicator, Category 24, on staff, or under contract as a consultant. A copy of the license must be provided with this proposal.
- L) Will the government consider a bid on selected zones?
Yes, in accordance with the solicitation page 11 (F) Method of Award, a cost must be provided for all line item locations within a zone to be considered and awarded a zone.
- M) When will the county present the recommendations to the BOC? What month will DeKalb county present the recommendations to the BOC? What month will the awards get posted and contracts signed?
The exact date is unknown. The recommendation will be submitted to the Board of Commissioners (BOC) after completion of evaluation of all proposals by the selection committee and acceptance of the recommendation from the User Department Director. Upon approval by the BOC, the contracts will be routed for execution and scheduling of the NTP Meeting.
- N) When will the awards get posted?
After approval by the BOC.
- O) Can you please let me know what the start date will be on this contract?
The anticipated start date is March 1st, 2022. However, this may be adjusted according to the award and executed contract(s).
- P) Due to Covid 19 I have not yet received my 2021 Business License. I called down there and they said it was still processing they are backed up and the office is not open to the general public. Would anything else work in lieu of the 2021 License?
Please provide your most recent (2020) Business License and provide proof that renewal of your 2021 Business License is in process.
- Q) Do any of the parks have Ball Fields included in the maintenance?
This contract does not include maintenance of any athletic fields.

2. It is the responsibility of each respondent to ensure that he/she is aware of all addenda issued under this RFP. Please sign and return this addendum with your response. You may contact Delois Robinson, Procurement Manager, drobinson@dekalbcountyga.gov; before the Proposals are due to confirm the number of addenda issued.
3. All other conditions remain in full force and effect.

Delois Robinson, MBA, CPPO
Procurement Manager
Department of Purchasing and Contracting

ACKNOWLEDGMENT
RFP No. 21-500585, Landscape Maintenance Services for County Parks

Date: _____

The above Addendum #2 is hereby acknowledged:

(NAME OF FIRM)

(Name and Signature)
dmr

(Title)