

August 1, 2022

TO: All Proposers under **ITB No. 22-101520, Landscape Maintenance Services for Public Grounds**

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

ADDENDUM NO. # 4

Invitation for Bid (ITB) No. 22-101520, Landscape Maintenance Services for Public Grounds is hereby amended as follows:

1. Additional questions received regarding this solicitation prior to the deadline were not included in the previous addendum. They are listed below along with the responses.

X) C. MAINTENANCE CYCLES

SEASONS: Spring / Summer - March through October

Fall / Winter - November through February

SITES: Public Ground Sites - Maintained year-round either weekly or every ten (10) days in Spring/Summer and Fall/Winter

Radio Tower Sites - Maintained monthly year round

The frequency at which each site is maintained is identified on the price schedule. Each site, whether weekly or every 10 days, remains on that schedule until the season changes. The first week of March begins the Spring/Summer schedule and the first week of November begins the Fall/Winter schedule.

Thus, if a site is scheduled every 10 days, then the site will be mowed on either the first and third week of every month or the second and fourth week of every month. If there are five weeks within a month, all sites maintained on the first and third week will have maintenance due on the fifth week as well.

If a site is maintained weekly, then the site will be maintained the first, second, third, fourth weeks and if needed, fifth week of each month. During the Fall/Winter schedule, if the site schedule becomes monthly, then the contractor will identify which week within the month they choose to maintain the site, either the first, second, third or fourth week.

C. Maintenance Cycles (PG 26) (Also in Description of Services PG 22) states that Spring/Summer (March-October) properties are scheduled to be done every 10 days. If so, the number of visits (16) stated in the Price Schedule (PG 52-63) for those months does not add up. For example, if a property on a 10-day cycle starts March 1st, there would be at least 25 visits between March 2023 and the end of October 2023. Also, if the properties are to be done on the first and third week of every month, that would be a 14-day cycle. Even in a 14-day cycle, that would be 18 visits between March-End of October 2023. How can this be reconciled and have the proper number of visits stated in the Price Schedule (PG 52-63) to provide an accurate maintenance pricing?

Answer: The number of site visits is correct at 16. Please bid accordingly.

Y) e) The scope of this contract does provide for detailed site plans and/or aerial maps to be issued with the bid package by the County. Site maps provide an overhead map with an outline of each performance location. The GIS Link below is provided only for reference and is NOT to be used as a substitute for visiting each site in person. Submitted bids should not be based solely on the information contained in the maps
<https://dekalbgis.maps.arcgis.com/apps/webappviewer/index.html?id=3e62ad6799714e54802a1a965086f1ea>

The map only shows the boundaries of the county and not the specific properties when the link is brought up. Are there any other available maps? If not, is there a link that works better? Is there a particular browser that needs to be used for the link?

Answer: The link is provided by the GIS Department. We encourage you to visit each site.

Z) North Collections Lot is listed in the Price Schedule on both North Dekalb (PG 56) and Sanitation (PG 59). Which section should this property be priced?

Answer: Please bid as listed, we will work internally to establish which user department will oversee this property.

2. The due date for bids remains **Monday, August 8, 2022 at 3:00 pm et.**
3. It is the responsibility of each respondent to ensure that he/she is aware of all addenda issued under this ITB. Please sign and return this addendum with your response. You may contact Delois Robinson, Procurement Manager, drobinson@dekalbcountyga.gov; before the Bids are due to confirm the number of addenda issued.
4. All other conditions remain in full force and effect.

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

ACKNOWLEDGMENT

The above Addendum #4 is hereby acknowledged:

(NAME OF FIRM)

(Name and Signature)

(Title)