



ADDENDUM NO. 2

REQUEST FOR PROPOSAL

LANDSCAPE MAINTENANCE

Effective October 18, 2019, Addendum No. 2 and the applicable attachment(s) is associated with the Request for Proposals (RFP) seeking proposals from qualified firms to landscape maintenance for multiple commercial properties.

This addendum is hereby made part of the solicitation documents to the same extent as though it were an originally included item therein. This addendum shall take precedence over the RFP document originally provided, where its provisions apply. The purpose of this addendum is to provide deletions, insertions, clarifications, corrections, extensions, and omissions pertaining to Contract and Technical clarification as follows:

Addendum No. 2 and the applicable attachments may be examined without charge in hard copy format at: The Port Authority's Contracting Office, 907 Billy Mitchell Boulevard, San Antonio, TX 78226.

The Response Deadline is no later than 4:00 P.M. CST, November 4, 2019

Submit one (1) electronic copy to contractinginfo@portsanantonio.us, one (1) original and six (6) copies of the RFQ response. The mailing/delivery address is as follows:

Attn: Ashley Ramirez
Landscape Maintenance
Port Authority of San Antonio
907 Billy Mitchell Boulevard, Ste. 110
San Antonio, TX 78226-1802

This addendum represents clarifications, questions received in writing, and the related responses pertaining to the IFB documents as follows:

- Additional question and answers

Questions and Related Responses

QUESTION NO. 1: I noticed that the frequency of mulch and even maintenance at each unit is being left for the vendors to decide. We're not all going to have the same numbers and it won't be fair to any of us to submit our bids without us all having the same frequencies to bid on with the same schedule of values. I've never seen a solicitation where the numbers are not provided for us to bid on. This should be up to the customer to dictate to the vendors what the specifications and expectations are and not for us to dictate the frequencies so that we're all on the same level playing field. All the bids will be inconsistent to each other. One company might bid on 52 services while another bids on 42 and if the customer doesn't know the frequency then how do you know which to choose is best for this contract? The end result is that the customer will not get the level of service in which they are seeking as the quality will be compromised. Our prices will vary significantly. You, as the customer, should dictate to us a set schedule of values to be used across the board for all companies bidding so we're all apples to apples.

PORT RESPONSE: Port San Antonio cannot dictate what is needed for landscape because we are not experts. We are relying on the expertise of the professionals to tell us what we need for each property. For example, if we dictate grass is cut to a certain height and the grass dies, this is due to our inexperience with what is good for the landscape. We understand this may result in different responses, but our judging committee will sort through this to come to a fair award. Reminder: Cost is only 30% of the judging criterion. Please do not weigh too much on the different costs between the vendors

QUESTION NO. 2: What is the duration of the contract?

PORT RESPONSE: The duration is 24 months with 3 one year options

QUESTION NO. 3: Is there an allowance for irrigation repairs up to a certain amount?

PORT RESPONSE: A contingency budget will be written into the contract for irrigation repairs based on the response of the vendor who is chosen.

QUESTION NO. 4: Is a pesticide commercial 3a required for this solicitation?

PORT RESPONSE: Pesticide commercial 3a is not required however a vendor that can provide this has an opportunity to receive more points in #1 Criterion – Qualifications and Experience

QUESTION NO. 5: Is a licensed arborist required for this solicitation?

PORT RESPONSE: A licensed arborist is not required however a vendor that can provide this has an opportunity to receive more points in #1 Criterion – Qualifications and Experience

QUESTION NO. 6: If either or both are required, can pesticide and arborist be subbed out?

PORT RESPONSE: Both are not required.

QUESTION NO. 7: Is a COSA tree maintenance license required for this solicitation?

PORT RESPONSE: A COSA tree maintenance license is not required for this solicitation however a vendor that can provide this has an opportunity to receive more points in #1 Criterion – Qualifications and Experience.

QUESTION NO. 8: For Bldg. 43, are we allowed to empty the trash cans into their dumpster or are we required to haul if off site?

PORT RESPONSE: Trash accumulated from trash pickup can be emptied into the dumpster located at Bldg. 43.