

Addendum No. 1

Project Name:	Mowing Bids 1,2,3,4,7	
Meeting Location:	1500 Beatty Street Greenville, NC	Pre-Bid Meeting Date: October 22, 2019 at 3 p.m.
Prepared By:	Devin Thompson	Date: November 4, 2019

ATTENDEES:			
Name	Company	Phone No.	E-mail Address
Kevin Mulligan	City of Greenville	252-329-4522	kmulligan@greenvillenc.gov
Kevin Heifferon	City of Greenville	252-329-4531	kheifferon@greenvillenc.gov
Steve Cannaday	City of Greenville	252-329-4529	wcannaday@greenvillenc.gov
Ken Jackson	City of Greenville	252-329-4480	kjackson@greenvillenc.gov
Aaron Lewis	City of Greenville	252-329-4919	alewis@greenvillenc.gov
Ross Peterson	City of Greenville	252-329-4921	rpeterson@greenvillenc.gov
Devin Thompson	City of Greenville	252-341-4931	dthompson@greenvillenc.gov
Kelly Wall	City of Greenville	252-329-4629	wwall@greenvillenc.gov
Denisha Harris	City of Greenville	252-329-4862	dharris@greenvillenc.gov
*Contractors Sign In	*Attached		

Notes, Clarifications, and Answers to Questions:

1. Pre-bid Meeting’s Minutes are attached
2. Is the mowing in bid 19-20-07 just rotary mowing or finish mowing?
The mowing specifications (Section 3.4) for this Invitation to Bid requires the grass to be finish mowed to 3 inches in height. The type of equipment is not specified.
3. What is the mileage that will be mowed in bid # 19-20-05 (Contract 1,2,7)?
Maps have been provided for the areas to be mowed within these contract areas for all contractors attending the mandatory pre-bid meeting. Mileage has not been calculated for these areas.
4. What is the average acreage you will be mowing in bid # 19-20-07?
The acreage for this contract will fluctuate with no guaranteed minimum or maximum acreage. The average for the last year was in the range of 117 acres but again is not guaranteed to remain at this average level in the coming year or during the contract period.

5. I would like to have the addresses for Contract 19-20-06?
 The parcel numbers and a location map were provided at the pre-bid meeting. All lots shown on the maps provided in green at this time are a part of the contract. The total acreage is not guaranteed and may fluctuate during the contract period. We do not have a list of addresses prepared.
6. Does NCDOT provide trash bags for Contract # 1 or is the contractor responsible for providing trash bags for litter pickup?
 The contractor is responsible for providing trash bags for litter pickup.
7. Please clarify the mowing and litter prices on the handout of current prices provided during the pre-bid meeting for 264 from 10th St. to Whichard Rd. and Stantonsburg Rd from Allen Rd to the 264 interchange.
 The two road sections below are currently combined into one agreement:
 Total for Stantonsburg Rd (Allen to 264 interchange) and 264 (10th St. to Whichard Rd)
 Mowing both road sections one cycle (litter and mowing) \$ 5,000 combined
 Litter Only for both road sections one cycle (Litter only) \$ 600 combined

Reminders:

- 1. Bids Due Date: Wednesday, November 13, 2019 at 3:00 p.m.**
- 2. Bid Package must contain the following Components:**
 - a. Bid Package 19-20-05- Contracts 1,2, and 7 awarded separately**
 - i. 15.0 Reference Information**
 - ii. 16.0 Contractor Information**
 - iii. Bid Sheets (2 sheets)**
 - 1. Fill in Acknowledgement of Bid Addenda # 1 on the bid sheet**
 - 2. Fill in Completely the signature section**
 - iv. E-Verify form signed and notarized**

Total of (5) five sheets

**b. Bid Package 19-20-06- (Contract # 3) Greenwood and Brown Hill
Cemeteries awarded together**

- i. Section IV Reference Section**
- ii. Section V- Prospective Contractor Data form**
- iii. Section VI Bid Sheet**
 - 1. Fill in Acknowledgement of Bid Addenda # 1 on the bid sheet**
 - 2. Fill in the signature section completely**
- iv. E-Verify form signed and notarized**

Total of (4) four sheets

c. Bid Package 19-20-07- Vacant Lot Mowing (Contract # 4)

- i. 15.0 Reference Information**
- ii. 16.0 Contractor Information**
- iii. Bid Sheet- one sheet**
 - 1. Fill in Acknowledgement of Bid Addenda # 1 on the bid sheet**
 - 2. Fill in the signature section completely**
- iv. E-verify form signed and notarized**

Total of (4) four sheets

City of Greenville
Mowing/Landscape Contract Pre-Bid Notes
Contracts 1,2,3,4, and 7
Tuesday, October 22, 2019@3:00 p.m.

Kevin Mulligan, COG PWD Director provided an introduction of City Staff and a clarification that there will be a written record of the bid opening. The documents indicated that the City will accept the bids only but Mr. Mulligan clarified that the City will accept AND read aloud the bids at the time of submission. The public bid opening will be November 13th at 3pm.

Introduction of City Staff. Kevin Mulligan, Kevin Heifferon, Ken Jackson, Steve Cannaday, Aaron Lewis, Ross Peterson, Denisha Harris, Devin Thompson, and Kelly Wall. Meeting directed by Mr. Ken Jackson.

Today's pre bid is for 5 contracts. In the near future, November/December, we will bid the following contracts: Contract 6 – Bus Shelter Litter and Can Maintenance (25 locations); Contract 8 – Uptown Flower Planter Maintenance (46 planters); Contract 9 - City Wide Mowing (175 locations); Contract 10 – 10th Street and Hwy 11 Landscape/Mowing Maintenance.

Today will be an overview of the five contracts currently out to bid. Three separate contract awards (1, 2, 7) are listed in bid package 19-20-05. These three (1, 2 and 7) will be awarded separately. Contract 3 is for the mowing of the Brownhill and Greenwood Cemeteries. This contract is described in bid package 19-20-06 and will be one award. Contract #4 is for vacant lot/flood lot mowing and is described in bid package 19-20-07. There will be one award for this contract as well.

Deadlines/Important dates and times overview are listed in the specifications.

All questions are to be e-mailed to Devin Thompson. Last date to submit a question is Monday November 4th, 2019 by 5pm. Questions will be answered by Wednesday, November 6th, 2019 by 5pm.

Bid Due Date/Opening Wednesday November 13th at 3pm. No late bids can be accepted. Bids will not be accepted if they are submitted past 3:00 pm. Be aware of traffic conditions and possible impacts by trains.

Bid 19-2005, Contracts 1, 2, and 7. Contract 1 every two weeks. Overview of locations with Contract 1.

Contract 2, weekly maintenance. Overview of locations with Contract 2. There was a request of further explanation of the mowing area around Darden/Moyewood. This question was addressed.

Contract 7, will be mowed as needed. Overview of locations with Contract 7. Additional clarification was provided concerning “edging”. Mr. Jackson explained that “edging” was to be performed according to the specifications.

Page 11, 7.0 Amendments, Addendums, or Questions Review

Page 14, 15.0 Reference Information review. Page 15, 16.0 Contractor Information review. Page 15 Bid review instructions. Write “No Bid” if you are not interested in bidding one of the contracts in the package as there are three contracts in this bid package.

A question was asked about litter removal in the winter months. A response was provided by Mr. Jackson to remove litter at the same frequency as the specifications.

Mr. Jackson provided a bid example for Contracts 1, 2, and 7. Mr. Kevin Mulligan reiterated that contract awards will be for the three individual contracts.

Review of addendum acknowledgment. Each bidder is responsible to acknowledge reading each addenda on the bid sheet. Last addenda will be posted by Wednesday, November 6, 2019 by 5pm.

Overview of E-Verify Compliance by Denisha Harris. Response must be filled out completely. Bid will not be considered if incomplete. Mr. Jackson explained there must be 5 sheets turned in with the bid submittal.

Overview of Contract #3, 19-20-06 Mowing/Landscape Maintenance of Greenwood Cemetery and Brown Hill Cemetery. Greenwood has 26 acres and Brown hill has 11.5 acres.

Overview of specifications and example of bid calculations.

Denisha Harris explained that if a bidder is incorrect with math calculations, the per unit cost will be the way that the bid is calculated by the City.

Overview of Contract #4, 19-20-07 Mowing/Landscape Maintenance of Vacant Lots.

Green areas on the maps is what gets mowed. Review of specifications. Mowing payment will be issued within 30 days once an invoice is submitted and approved for payment.

Bid instructions overview by Denisha Harris reviewing addendum process, website bid opportunities and process of website access. Deadlines review, E-Verify review, Local Preference Policy overview.

Denisha Harris provided a summary sheet of previous mowing/landscape prices. She explained that the prices can be used as helpful information for bidders but that previous standards and prices are not the same as current specifications, locations, and frequency of cycles.

**City of Greenville Public Works Department
Sign In Sheet**

City Wide Mowing (Contracts 1,2,3,4, and 7)
Pre-bid Meeting
October 22, 2019 @ 3:00 PM

Company Name (Please Print)	Representative Name (Please Print)	Email Address (Please Print)	Signature	Phone Number
THIRD STREET FACILITIES SERVICE	MICHAEL TURNER	MICHAEL@THIRDSTREETV.ORG		(336) 736-9476
Shivers Lawn Care	Robert Shiver	Robertshiver@yahoo.com		(252) 717-8409
Hilliards Lawn Mow	Dexter Terrell	dktterrell@hlmthlawn.com		252 205-1104
C/E Total Lawn Serv.	Danny Coward	dcoward21@yahoo.com		252-814-9100
Mountain Care Landscaping	David Rossman	precisionmcaoutdoorcare.com		252-253-1184
J & J Turf Services	Jamie Smith	jandjtrf@svjdenline.net		252-531-5709
Travis Mechins Residential and commercial mowing	Ryan Hunter	Ryanhally@gmail.com		252-212-2022
JDR Lawn Care	Stacy Hays	jdrlawncareservices@gmail.com		252-508-1113
Miller's Lawn	Eddie Miller	mlandscaping4551@aol.com		(910) 892-4551
Greenville Lawn Care	Joe Cox	joecoxlawn@gmail.com		337-2603

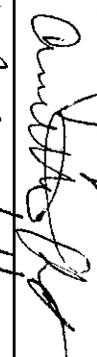
City Wide Mowing
Pre-bid Meeting

October 22, 2019 @ 3:00 PM

Company Name (Please Print)	Representative Name (Please Print)	Email Address (Please Print)	Signature	Phone Number
11 BT Carawan	Brian Carawan	Brian @ BT Carawan.com		252-714-1426
12 Season to Season	Dalkes Tart	Seasontoseason@comcast.net		915-348-1507
13 Season to Season	Brad Holt	bradholt25@gmail.com		910-705-7674
14 Carlson Landscapes	Richard Carlson	richardcarlson334@gmail.com		919-648-5081
15 WATC Corporation	Corey Handley	chandler@carlandscapes.com		252-757-0187
16 Propp's Outfitters	Jeff Warner		JW	252-320-5043
17 COS	Dennis Harris	dennis...		478-8602
18 WBDenton LLC	Will Denton	sales@wbdenton.com		252-714-6763
19 City of Greenville	Heron Lewis	heron@cityofgreenville.gov		252-414-7866
20 ENTZ PRASIS INC	ES LEAS GORMAN			252-325-2195
21 CG	Ross Peterson	peterson@rcmwilliam.gov		852-329-4921
22 COG	Paul Thompson	thompson@cityofgreenville.gov		309-4931

**City of Greenville Public Works Department
Sign In Sheet**

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Pre-bid Meeting
October 22, 2019 @ 3:00 PM

Company Name (Please Print)	Representative Name (Please Print)	Email Address (Please Print)	Signature	Phone Number
1 City of Greenville City of Greenville	Kelly Wall	kwall@greenville.nc.gov		252-916-5179
2 Greenville	Steve Cannaday	scannaday@greenville.org		252-378-5629
3 Merry Naturalscap Design LLC	Kevin Mulligan	kmulligan@greenville.gov		252-329-4522
4 Supreme moving	Van Perry	vperry@suprememoving.com		919-738-1581
5 Greenville	Annette Hart	ahart@suprememoving.com		252-558-6303
6 Greenville	Kevin Heffernon	kheffern@greenville.gov		252-378-5214
7 Greenville	Kyr Jackson	kjackson@greenville.gov		252-329-4480
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City Wide Mowing
Pre-bid Meeting
October 22, 2019 @ 3:00 PM

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Not Used

City of Greenville Public Works Department

Sign In Sheet

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City Wide Mowing
Pre-bid Meeting

October 22, 2019 @ 3:00 PM

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