

**Addendum No. 1**

<b>Project Name:</b>	Mowing Bids 8,9,10,11, and 12	<b>Pre-Bid Meeting Date:</b>	January 8, 2020 at 3 p.m.
<b>Meeting Location:</b>	1500 Beatty Street Greenville, NC	<b>Date:</b>	January 16, 2020
<b>Prepared By:</b>	Devin Thompson		

<b>ATTENDEES:</b>			
<b>Name</b>	<b>Company</b>	<b>Phone No.</b>	<b>E-mail Address</b>
Kevin Mulligan	City of Greenville	252-329-4522	<a href="mailto:kmulligan@greenvillenc.gov">kmulligan@greenvillenc.gov</a>
Kevin Heifferon	City of Greenville	252-329-4531	<a href="mailto:kheifferon@greenvillenc.gov">kheifferon@greenvillenc.gov</a>
Steve Cannaday	City of Greenville	252-329-4529	<a href="mailto:wcannaday@greenvillenc.gov">wcannaday@greenvillenc.gov</a>
Ken Jackson	City of Greenville	252-329-4480	<a href="mailto:kjackson@greenvillenc.gov">kjackson@greenvillenc.gov</a>
Aaron Lewis	City of Greenville	252-329-4919	<a href="mailto:alewis@greenvillenc.gov">alewis@greenvillenc.gov</a>
Ferdinand Rouse	City of Greenville	252-329-4467	<a href="mailto:frouse@greenvillenc.gov">frouse@greenvillenc.gov</a>
Devin Thompson	City of Greenville	252-341-4931	<a href="mailto:dthompson@greenvillenc.gov">dthompson@greenvillenc.gov</a>
Kelly Wall	City of Greenville	252-329-4629	<a href="mailto:wwall@greenvillenc.gov">wwall@greenvillenc.gov</a>
Denisha Harris	City of Greenville	252-329-4862	<a href="mailto:dharris@greenvillenc.gov">dharris@greenvillenc.gov</a>
*Contractors Sign In	*Attached		

**Notes, Clarifications, and Answers to Questions**

1. Pre-bid Notes are attached
2. Questions:
  - a. Question: Do you anticipate extending the bid due date?
    - i. Answer: No
  - b. Question: What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?
    - i. Answer: Apparent successful low bidder and bid tabulations will be provided per bid document details.
  - c. Question: Was this bid posted to the nationwide free bid notification website? Other than your own website, where was this bid posted?
    - i. Answer: This bid was posted on the City of Greenville website only.
  - d. Question: Do both sides of the road for Contract # 9, Right of Way Mowing, List #25-#30 have to be mowed?

- i. Answer: Contract # 9 Right-of-Way mowing list numbers 26-30 are rights-of-way along Spring Forest Rd. The contractor will mow between the addresses on that side of the road as the address list indicates. Where the line item indicates left side or right side, this is as you travel from Dickinson Avenue towards John Hopkins Drive. Line item # 25 is on W.H. Smith and the contractor will only mow on the same side of the road as 1025 W.H. Smith and along Dickinson Ave. on the same vacant lot to a point across from Domino's Pizza.
- e. Question: Where are the boundary lines for mowing Contract # 9 Mowing List Number 18 (517 Moye Blvd to W. 5<sup>th</sup>)?
  - i. Answer: Mow 10' back of curb or sidewalk from 517 Moye Blvd. to W. 5<sup>th</sup> St. The section of the lot on W. 5<sup>th</sup> St. is mowed by a different contractor with W. 5<sup>th</sup> St. mowing.
- f. Comment: No grass on 800 Hillshade Ct.?
  - i. Answer: This line item # 60 must be corrected to read as 504 Hillshade Ct. along the vacant lot to end of vacant lot.
- g. Comment: No grass on 301 South Point Dr. (Number 61 on List)?
  - i. Answer: This Line Item (# 61) should be deleted from the list.
- h. Comment: No grass on 63 and 64 on Contract # 9 Rights-of-way mowing list?
  - i. Answer: Line item 63 is accurate as listed
  - ii. Answer: Line Item 64 should be deleted from the list

### 3. Reminders

- ***Bid Submittals for Contracts 8-12 must contain the following Sheets:***
  - a. ***Reference Information Form Sheet***
  - b. ***Contractor Information Form Sheet***
  - c. ***Bid Sheet***
    - i. ***Fill in Acknowledgement of Bid Addenda # 1 on the bid sheet***
    - ii. ***Fill in the signature section completely***
  - d. ***E-Verify form signed and notarized***

***Total of (4) four sheets for each contract you bid in separate bid packages.***

## City of Greenville

### Mowing/Landscape Contract Pre-Bid Notes

#### Contracts 8, 9, 10, 11, and 12

Wednesday, January 8, 2020@3:00 p.m.

Ken Jackson welcomed everyone and stated that today's pre-bid was for the five (5) following mowing/landscape contracts: 8, 9, 10, 11, and 12.

There was introduction of City Staff: Kevin Heifferon, Ken Jackson, Steve Cannaday, Aaron Lewis, Denisha Harris, Ferdinand Rouse, Devin Thompson, and Kelly Wall. The meeting was directed by Mr. Ken Jackson.

It was noted that additional discussion of requirements of Section 2 of 19-20-17 would take place later in the meeting.

The following contract items were discussed:

Contract 8, Bid 19-20-15 - Uptown Flower Planters. Aerial maps were provided showing locations and sizes. Green circles on map showed location of "Built In" planters. May 1<sup>st</sup> is the anticipated start date of Contract 8. The City will design and purchase the flowers for contractor to install. The City will also be responsible for additional soil media. The goal is for enhanced color and texture year round. Discussed page 5 which described the scope of work, quantities and size of city planters. For moveable planters, annuals will installed by the contractor 3 times per year in May/October/November. Built-in planters between 1<sup>st</sup> and 5<sup>th</sup> Streets are to receive weekly attention are expected to be mulched 2 times per year. Planters at the corner of 4<sup>th</sup> and Evans Streets have white stone and are to be refreshed with white stone 1 time per year. The contractor is to remove litter, cigarette butts, weeds, and prune as needed with no use of pesticides. There are no annuals to be installed in Built-in planters. All planters are expected to be maintained in top condition at all times. Water for maintenance of planters is available for use at the back of the Public Works complex. Explanation of care requirements includes but is not limited to: deadheading and fertilizing. City will pay for costs related to vandalism or accident repairs. A minimum of 3 visits weekly, year round is required. Three year contract is maximum term. Page 13 of bid package submittal has explanation and example.

Contract 9, Bid 19-20-16, Citywide ROW mowing. Bi-weekly maintenance, fronting vacant properties. Anticipated start date of March 1<sup>st</sup>. Required to mow 10 feet behind sidewalks. The contract period was described. The bid will be the cost to mow all areas at one time. Contractors are to follow bidding instructions. No leaf collection is required. Locations of Contract 9 are provided in packet. There was a question if acreage had been calculated for all areas. The answer was "no". Acreage had not been calculated. A question was asked about providing maps to show the numerous areas. The response was that there were no maps provided. There are only location descriptions which were provided in packet. Location #79 is deleted as one of the

locations. Example of mowing expectations related to Fleming School Road and Hop Tyson Road were described. Two week cycles is the expectation, dependent on weather; however the City reserves the right to add or delete cycles based on the weather.

Contract 11, Bid 19-20-18, Cherry Hill Cemetery. This contract is for approximately 4 acres, highlighted in red on the aerial photograph. Cemetery is located at 2<sup>nd</sup> and Pitt Streets. Scope of work was reviewed, stating the contract will be on a weekly basis during March through December. Instructed to follow specifications on edging. Follow bidding instructions. All leaf matter that can be a visible distraction must be removed, such as the magnolia leaves. All interested bidders should visit and inspect Cherry Hill Cemetery. There was a question on the type of mowing equipment we use. The City uses walk-behind mowers, push mowers and weed trimmers.

Contract 12, Bid 19-20-19, Homestead Memorial Gardens. This contract is approximately for 20 acres. The back field will not be mowed by the contractor. Scope of work was reviewed, stating the contract will be on a weekly basis during March through December. Instructed to follow specifications on edging. There are less curbs to edge in Homestead. Follow bidding instructions. All leaf matter that can be a visible distraction must be removed, such as the magnolia leaves. All interested bidders should visit and inspect the location. Homestead was contracted out approximately 8 years ago.

Contract 10, Bid 19-20-17, Tenth Street Connector and Highway 11 Landscape and Turf Maintenance. Hwy 11 is to be mowed every two weeks. This contract requires contractor to have a pesticide license, with H,L categories and also to be a registered NC Landscape Contractor. Stated location description of mowing areas and landscape bed areas. Description of specifications and scope of work. Pesticides will only be utilized in landscape bed areas. The Tenth Street Connector will be mowed weekly. Areas marked in red on map are mowing areas and those locations marked in yellow are landscape beds. A pruning plan must be agreed to by the contractor and the City. The pesticide license and Landscape Contractors License can be included in the bid package. Follow bidding instructions. Kevin Mulligan explained that it is a business decision for each contractor on the use of subcontractors. All pesticides must be approved by City staff prior to their use. Pesticides are only to be used in landscape bed areas and not around any objects. The City will pay for all fertilizer materials. The contractor will not be responsible for any plant replacements but is expected to report to City staff any missing or damaged plants. Monthly maintenance plans are expected by the 20<sup>th</sup> of each month for the following month. The package includes bidding instructions and an example of a bidding calculation. There is an island on Memorial Drive near the Tenth Street Connector intersection that is part of the scope of work. There is mowing only at that location.





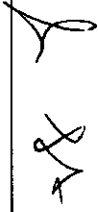
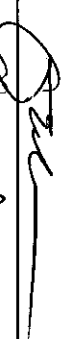
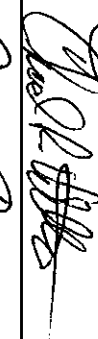



Review of deadlines for questions to be asked and responded to. Deadlines for addenda and bids. Denisha Harris handed out current bids that were similar to the bids the City is currently requesting but noted they were not exactly the same. She explained the competitive bid process. Denisha reviewed the Local Preference Policy and MWBE criteria.

City staff will review all contractor equipment to ensure there is adequate equipment to perform the work.

All contractors are invited to attend the bid opening on Thursday, January 23<sup>rd</sup> at 3 p.m. at Public Works Department.

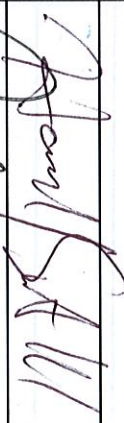







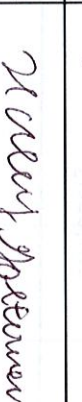

# City of Greenville Public Works Department Sign In Sheet

City Wide Mowing (Contracts 8,9,10,11,12)  
Pre-bid Meeting  
January 8, 2020 @ 3:00 p.m.

Company Name (Please Print)	Representative Name (Please Print)	Email Address (Please Print)	Signature	Phone Number
1 COG	Aaron Lewis	alewis@greenvillegov		(252) 414-7866
2 Phillips Lawn Service	Skinner Phillips	chs85872@yahoo.com		252/341-5085
3 Phillips Lawn Service	Roy Phillips	chs85872@yahoo.com		252-531-5605
4 Hilliard's Mow	Dexter Terrell	dterrell@hmtlawn.com		252 205-1104
5 J+J Turf	Jamie Smith	jandjart@suddenlink.net		252 531-5709
6 Precision Lawn Services	Daniel Rogerson	precision126@hotmail.com		252-531-184
7 American Lawn Care	CHAD R. WATERS	waters11.chad@gmail.com		787.239.9748
8 DR Lawn Care	Jamari Holmes	jamariholmes@gnulinux.com		252-558-2965
9 COG	Corey Handley	wcanaday@greenvillegov		252-378-5619
10 WAC Corporation	Corey Handley	chandley@waclandscape.com		531-5250








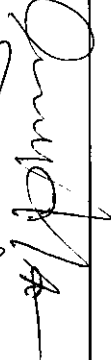
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Company Name (Please Print)	Representative Name (Please Print)	Email Address (Please Print)	Signature	Phone Number
1 Early Dog It LLC	Howard Self	earlydogit@gmail.com earlydogit@gmail.com		(919) 215-6372
2 Green Revival Landscaping	Phil Mastit	greenrevival@live.com		919 795-8654
3 COG RW	Kevin Hefferson	KevinHefferson@greenville.gov		252-378-5214
4 Natural Choice Contracting	Jason Atkins	jason@nchoicecontracting.net		919-880-5575
5 Natural Choice Contracting	Chris Taylor	christad@nchoicecontracting.net		919-7644220
6 COG	David Shattuck	dshattuck		252-862
7 WB Dutton LLC	Will Dutton	sales@wb-dutton.com		252-714-6763
8 BT Carawan INC	Brian Carawan	Brian@BTCarawan.com		252-714-1426 ext 3
9 BT Carawan INC	ITAIKY GUILLERMAN	OFFICE@BTCARAWAN.COM		252-714-1420
10 Nator Chew	Rody Leggett	Leggett@NatorChew.com		252-919-0183

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January 8, 2020 @ 3:00 p.m.

Company Name (Please Print)	Representative Name (Please Print)	Email Address (Please Print)	Signature	Phone Number
1 Notar One	Tyler Allen	tallen@notarone.net		252-744-8388
2 Carlsons Land	Richard Carlson	richardcarlson354@gmail.com		919-648-5081
3 City of Greenville	Ferdinand Reese	frseese@greenville.gov	FA Reese	252-379-4467
4 MICHAEL TURNER THIRD STREET FACILITY SERVICES	MICHAEL TURNER	MICHAELT@THIRDSTREET.ORG		336-736-9476
5 L.O.G	P. Thompson	<del>thompson.p@greenville.gov</del>		252-325-4931
6 C.O.G				
7 C.O.G	Kevin McKinney	kmckinney@greenville.gov		253-329-4522
8 Barker Landscaping ± Maint.	Robert Baker	rbaker78@gmail.com		252-560-8660
9 Supreme Team	Anneta Hart	anneta14@aol.com		252-414-9222
10				

Kenneth W Jackson

kjackson@greenville.gov



329-44330  
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