



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

September 19, 2022

ADDENDUM # 1

Bid Number: 50-00139365

Bid Opening Date: September 20, 2022

Bid Opening Date Postponed to: September 29, 2022 at 2:00 PM

Description of Bid: Three-year contract for labor, materials, supplies, chemical & equipment to provide grass cutting & landscape maintenance at various locations for Jefferson Parish General Services.

Vendor questions and answers & Revised Specifications:

The bid opening has been postponed to : September 29, 2022

1. Bid specs request incidental sod repair pricing per Section 7.2.2, but there is no line item on the bid tab to include this pricing. Can you clarify if this should be included on the bid tab or if this section of the scope should be removed?

ANSWER: See Section 7.2.3 Incidental Materials in this addendum.

2. Which sections apply only to the Performing Arts Center? Does this include only section 7.2, or does this also include 7.2.1 and 7.2.2?

ANSWER: Section 7.0 Bid Specifications, Section 7.1 Landscaping/Horticulture Service, Section 7.2 Annual Color Replacement, Section 7.2.1 - Dead Plant Replacement, and Section 7.2.2 - Incidental Sod Repair.

3. Can property boundaries be provided for Alario Center, Traffic Engineering, and Juvenile Justice Complex? Yes

ANSWER: Property boundaries can be discussed at the site visits.

4. Is the contractor responsible for the garden beds located at the Bridge City Senior Center?

ANSWER: The contractor is only responsible for the flower beds. The raised vegetable gardens are not included in this contract.

JOSEPH S. YENNI BUILDING - 1221 ELMWOOD PARK BLVD - SUITE 404 - JEFFERSON, LA 70123 - PO BOX 10242 JEFFERSON, LA 70181-0242
OFFICE 504.364-2678

GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETNA, LA 70053 - PO BOX 9 - GRETNA - LA 70054
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.NET

WEBSITE: WWW.JEFFPARISH.NET



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5. Section 6.0 – Locations and Working Hours – East Bank Locations: East Bank Health Unit, First Parish Court, Yenni Building AND West Bank Locations: West Bank Health Unit – All of these locations listed AFTER WORKING HOURS from 5 PM on Friday until 6 AM on Monday for the times that servicing is allowed. Please confirm that the contractor cannot service these locations during the business week after working hours and must service on weekends.

ANSWER: See Section 6.0 for hours of work.

6. Pg. 5 of 12 lists the mowing height of Bermuda lawn to be between 1" – 1.5" in height. Will specialty mowers such as reel mowers be required for mowing the Bermuda to this height? This seems low for a rotary mower.

ANSWER: It is the bidder's responsibility to provide the equipment needed to fulfill all requirements of these specifications.

7. Section 7.2 Annual Color Replacement: It is state that soil amendments, if required, will be specified by Jefferson Parish and furnished and installed by successful bidder. Will this service be billed additionally or does each bidder need to account for this in the bid? Without knowing the soil amendments that will be required, it would be difficult to accurately price this. Bidder shall account for this service.

ANSWER: See revised section 7.2 in this addendum.

8. Section 7.2 Annual Color Replacement: Continued: It is stated that the successful bidder shall ensure the irrigation system is in proper operating condition before and after the annual color installation. However, there are no specification sections that reference irrigation system maintenance. Is the contractor only to provide an audit at the Performing Arts Center for the irrigation system?

ANSWER: Yes.

9. If repairs are necessary to have the irrigation system operable at this location, how will those repairs be handled? Will the contractor be able to bill these repairs separately?

ANSWER: Yes. See revised section 7.2.3 in this addendum.

10. Pg. 6 of 12 – Note: States that if the number of annual color pots is reduced, a deduction from that month's invoice will be calculated based on the unit price per pot listed on the incidental material list for each item. However, there is no incidental material list provided on the bid form. Please provide incidental material list as specified.

ANSWER: See revised section 7.2 in this addendum.

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11. Section 7.2.1 – Dead Plant Replacement: It is stated that the replacement of plants, not including trees, located within the maintenance site must be performed by the successful bidder. Will the contractor be paid separately for this? There is no unit pricing on the bid form for plant material.

ANSWER: See Section 7.2.3 Incidental Materials in this addendum.

Sincerely,

Donna Reamey

Buyer Name
Buyer II

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

Addition and Subtractions to Specifications:

Remove Existing Section 6.0

Section 6.0 –Locations and Working Hours:

EAST BANK LOCATIONS	
LOCATION:	HOURS OF WORK ARE TO BE PERFORMED:
East Bank Health Unit 111 N. Causeway Boulevard Metairie, LA 70001	AFTER WORKING HOURS 5:00 p.m. on Friday thru 6:00 a.m. on Monday
First Parish Court 924 David Drive Metairie, LA 70003	AFTER WORKING HOURS 5:00 p.m. on Friday thru 6:00 a.m. on Monday
Jefferson Performing Arts Center 6400 Airline Drive Metairie, LA 70003	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Jefferson Senior Center 4518 Jefferson Highway Jefferson, LA 70181	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Juvenile Services Building 3420 Causeway Boulevard Metairie, LA 70002	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Metairie Senior Center 265 N. Causeway Boulevard Metairie, LA 70001	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Traffic Engineering 2100 Dickory Avenue Harahan, LA 70123	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Yenni Building 1221 Elmwood Park Boulevard Jefferson, LA 70123	AFTER WORKING HOURS 5:00 p.m. on Friday thru 6:00 a.m. on Monday
WEST BANK LOCATIONS	
LOCATION:	HOURS OF WORK ARE TO BE PERFORMED:
Bridge City Senior Center 1601 Bridge City Avenue Bridge City, LA 70094	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Charles Odom Service Center 5001 West Bank Expressway Marrero, LA 70072	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Emergency Operations & Communication Center 910 3 rd Street Gretna, LA 70053	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Marrero/Harvey Senior Center 4420 7 th Street Marrero, LA 70072	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
West Bank Health Unit 1855 Ames Boulevard Marrero, LA 70072	AFTER WORKING HOURS 5:00 p.m. on Friday thru 6:00 a.m. on Monday

Alario Center 2000 Segnette Boulevard Westwego, LA 70094	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
CAC Building 128 Whitney Avenue Gretna, LA 70053	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Juvenile Justice Complex 1546 Gretna Boulevard Gretna, LA 70053	NORMAL WORKING HOURS Monday thru Friday, 7:00 a.m. to 5:00 p.m.

Replace with the below revised Section 6.0

Section 6.0 –Locations and Working Hours:

EAST BANK LOCATIONS	
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Remove Existing Section 7.2

Section 7.2 Annual Color Replacement: In addition to all items listed in Sections 7.0 and 7.1

The following items shall be performed at the Jefferson Performing Arts Center Only.

- Successful Bidder shall take one (1) soil sample per year (Jefferson Parish will determine the date and time of this sample).
- Soil amendments, if required, will be specified by Jefferson Parish and furnished and installed by the successful bidder.
- The annuals shall be removed and replaced during the first week of the following months: March, July, and November.

Section 7.2 Annual Color Replacement: Continued

- As part of this contract, the successful bidder will be responsible for delivering and installing the annuals at the job site.
- Jefferson Parish will select the annual and flower color(s) before placing the order.
- The successful bidder shall supply and install 526 6-inch annual plants at each replacement.
- The Department of General Services representative and the Parish Horticulturist will provide the location of all annual flowers.
- The successful bidder shall replace any annual color harmed due to faults in the irrigation system or lack of disease, fungus, or insect control.
- The successful bidder shall ensure the irrigation system is in proper operating condition before and after the annual color installation.
- The successful bidder is responsible for all insect control, disease control, and fertilization of annuals.
- Jefferson Parish shall approve each of these programs before planting.
- The successful bidder shall be responsible for the turn-key planting of all annuals.

Note:

In the description of Jefferson Parish, the variety of annual colors to be provided might be specified as a large growing product. The size or spacing of some larger varieties of annual color will result in the planting of fewer pots than set. If the number of annual color pots is reduced, a deduction from that month's invoice will be calculated based on the unit price per pot listed on the incidental material list for each item.

Replace with the below-Revised Section 7.2

Section 7.2 Annual Color Replacement: In addition to all items listed in Sections 7.0 and 7.1

The following items shall be performed at the Jefferson Performing Arts Center Only.

- Successful Bidder shall take one (1) soil sample per year (Jefferson Parish will determine the date and time of this sample).
- If soil amendments are required, it will be the responsibility of the successful bidder to supply all labor needed to make corrections. If additional materials are required, a separate purchase order will be provided to the successful bidder.
- The annuals shall be removed and replaced during the first week of the following months: March, July, and November.
- As part of this contract, the successful bidder will be responsible for delivering and installing the annuals at the job site.
- Jefferson Parish will select the annual and flower color(s) before placing the order.
- The successful bidder shall supply and install 526 6-inch annual plants at each replacement.
- The Department of General Services representative and the Parish Horticulturist will provide the location of all annual flowers.
- Replace any annual color harmed due to faults in the irrigation system or lack of disease, fungus, or insect control.
- The successful bidder shall inspect the irrigation system for proper operation at each visit. If any deficiencies are found, the successful bidder shall report said deficiencies to the Department of General Services representative.
- It will be the responsibility of the successful bidder to perform insect control, disease control, and fertilization of annuals.
- Jefferson Parish shall approve the color of the plants prior to planting.

Addition of Section 7.2.3 Incidental Materials to the Specifications:

- In the event materials not covered under this contract are needed, Jefferson Parish may provide an additional purchase order, not to exceed \$10,000.00, to the successful bidder to obtain the necessary material(s) needed to complete work. Jefferson Parish will not allow any markup of the dealer's invoice cost.