



## ST. TAMMANY PARISH

MICHAEL B. COOPER  
PARISH PRESIDENT

May 18, 2023

Please find the following addendum to the below mentioned **QUOTE**.

**Addendum No.:** 2

**Quote#:** 23-18-1

**Project Name:** Justice Center Landscaping and Maintenance Service

**Quote Due Date:** May 23, 2023

### **GENERAL INFORMATION:**

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- See contract No. 20-044 and bid sheet issued for project (Attached)
- See Amendment No.1 & 2 (Attached)
- Provider shall have a horticulture license with Department of Agriculture & Forestry. Proof of license will be requested prior to contract execution.

### **QUESTIONS & ANSWER:**

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Question 1: It is stated that we must remove any Mardi Gras beads and trash left behind on the property after the City of Covington is done cleaning following a parade and before the next business day the Justice Center is open. Questions specific to this line item are as follows:

1A. Is this scope of work currently provided by your landscape maintenance vendor? If so, what does the typical cleanup effort consist of regarding number of employees, number of hours, quantity of trash collected, etc. Without seeing the results of the parade, post City of Covington cleanup, this would be hard to quantify into a specific price.



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**Answer 1A:** Refer to quote package "Attachment A - Specifications General Items"- The City of Covington, along with the parade crews do a great job of post parade cleanup, so the debris around the buildings is minimal. Inside the parking garage may have some additional trash from tailgaters, but not too significant.

**Question 1B:** Also, can debris from Mardi Gras cleanup be placed in dumpsters on-site or will the contractor be responsible for disposal otherwise?

**Answer 1B:** Yes.

**Question 1C:** Alternatively, consider adding a line item for hourly rates for this cleanup so that this service can be billed on a Time & Material basis.

**Answer 1C:** No.

**Question 2:** The bid specifications state that no work with machines should be performed during normal business hours, is this limitation only in effect for the Justice Center itself or every location?

**Answer 2:** Justice Center only; Tyler St. should be done during normal working hours when gates are open.

**Question 3:** Please confirm that the Tyler Street complex will only receive Mowing, Hard Edging, Soft Edging, and Mulch services.

**Answer 3:** Confirmed.

**Question 3A:** If there are more services to be performed at this location, please specify which services are to be provided. For example, if we are to install mulch, should we also provide hand weeding and pruning of beds?

**Answer 3A:** For glaring needs, yes.

**Question 4:** There were irrigation controller quantities given for the Justice Center main campus, the parking garage, and the open lot. The Tyler Street Complex was not listed with irrigation controllers/zones. If the contractor is responsible for maintaining the irrigation system at this location, could



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we please be provided the number of controllers and total number of zones.

**Answer 4:** No irrigation monitoring for Tyler St.

**Question 5:** Specifications state that the contractor is responsible for correcting/replacing all ground level and above parts of the system throughout the contract. Is this only regarding repairing damaged caused by the contractor or will these be for any and all damage, regardless of contractor's fault? If for all repairs due to damage not caused by contractor, how can we accurately quantify repair costs in both labor and material for an unquantifiable and unpredictable amount of repair work?

**Answer 5:** Any and all damage to ground level or above parts.

**Question 5A:** Please consider allowing all irrigation repairs, besides those which were caused by contractor's negligence, to be billed on a Time & Materials basis.

**Answer 5A:** Should repairs need to be made a quote will be requested and a separate PO will be issued for those repairs?

**Question 6:** Please clarify what types of rodents should be targeted for control.

**Answer 6:** Refer to quote package "Attachment A" Grounds Maintenance Appearances of any rodents, including activity of rodents such as burrowing, and moving of debris/dirt to create homes, etc., should be taken care of as needed. This would mostly include destroying any of these burrows and putting the ground areas back to how they should be. I would say that they ant mounds should just be treated as they appear.

**Question 7:** There are no specifications that pertain to mulch in the provided bid packet. The "Description of Services" and "Schedule of Services" list mulch as a service to be provided twice per year. At what depth should mulch be applied?



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- Answer 7:** Depth should be enough for proper coverage of garden beds.
- Question 8: Please confirm that the Justice Center Complex will be mulched only using Pine Straw Mulch and the Tyler Street Complex will be mulched using Red Bark Mulch.
- Answer 8:** Confirmed
- Question 9: On the “Description of Services” and “Schedule of Services” there are some services listed as ‘Additional Services’, are these line items to be priced separately or should they be included in our annual amount?
- Answer 9:** Should be included in annual amount.
- Question 10: Attachment E – CORPORATE RESOLUTION: Must each bidder use this particular form, or can a copy of our specific Corporate Resolution be provided in place of this particular page provided?
- Answer 10:** Your form can be used as long as all information needed is on the submitted document.
- Question 11: When referencing the “Vacant Lot Near Justice Center”, does this refer to the area directly across the street from the church only, or does this also include the lot area between W 25<sup>th</sup> & W 26<sup>th</sup> Ave.?
- Answer 11:** This includes both.
- Question 12: Is there a height limit for “ball moss” removal that the contractor is responsible for? Up to 6’, 8’, other?
- Answer 12:** Defer to Contractor for recommendation
- Question 13: Are all seasonal color beds irrigated? If not, is the contractor responsible for hand watering the annual color beds?
- Answer 13:** Yes, beds are irrigated.



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**Question 14:** Are there any areas that the contractor will have to service that are behind lock and key? If so, will we have to call before servicing to have these areas unlocked or will we be provided keys for any of these areas to unlock and lock back after servicing?

**Answer 14:** One small area at the Justice Center. Call before servicing.

**Question 15:** It states we are not allowed to use mowers, machinery, etc. during the hours of 9-5. Does that include the use of weedeaters or edgers?

**Answer 15:** Those items may be used after 9:00 if their service time spills over for the day. Just note that as it gets later in the morning, there will be more vehicles parked around the building.

### **ATTACHMENTS:**

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Contact No.20-044.pdf

Contract No 20-044 Amendment No.1.pdf

Contract No 20-044 Amendment No.2.pdf

End of Addendum # 2