

<b>INVITATION TO BID</b>		<b>LSU</b>	<b>BID DUE DATE AND TIME</b>		
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE			<b>12/09/2025      11:00 AM      CT</b>		
<b>SOLICITATION</b> RFQ-0000002650 <b>SUPPLIER #</b> <b>SUPPLIER NAME AND ADDRESS</b> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div>			<b>RETURN BID TO</b> lsubids@lsu.edu  <b>Buyer</b> Erica Pino <b>Buyer Phone</b> <b>Buyer Email</b> epino2@lsu.edu <b>Issue Date</b> 10/31/2025		
TITLE: LSUS Groundskeeping and Landscape Services - Term Contract					
Addendum 02: Notice is given to all parties that this Solicitation is amended by the University as stated herein. This Addendum is hereby made an official part of this solicitation. See attached Supplier Inquiries and Responses.					
<p style="text-align: center;"><b>To Be Completed By Supplier</b></p> <ol style="list-style-type: none"> <li>_____ "No Bid" (sign and return this page only).</li> <li>_____ My Company does not wish to receive future solicitations for this spend category.</li> <li>Specify your Delivery: To be made within _____ days after receipt of order.</li> <li>If applicable, Supplier's Addendum Acknowledgement/Response:            As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and            _____ submit no alterations/clarifications to our original bid.            _____ submit superseding revisions/clarifications to our original bid as written herein or attached hereto.         </li> </ol> <p style="text-align: center;"><b>General Instructions to Suppliers</b></p> <ol style="list-style-type: none"> <li>Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time.</li> <li>Read the entire solicitation, including all terms, conditions and specifications.</li> <li>All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier.</li> <li>Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment.</li> <li>Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later.</li> <li>By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.</li> </ol>					
<b>SUPPLIER NAME</b>			<b>MAILING ADDRESS</b>		
<b>AUTHORIZED SIGNATURE</b>			<b>CITY, STATE ZIP</b>		
<b>PRINTED NAME</b>			<b>PHONE #</b>		
<b>TITLE</b>			<b>FAX #</b>		
<b>E-MAIL</b>			<b>FEDERAL TAX ID #</b>		

RFQ-0000002650

Addendum 02

Supplier Inquiry and Response

Q1. Can the current contract be provided?

A1. See attached current PO, which serves as our contract.

Q2. Can the previous bid tab be provided?

A2. See attached previous bid tab.

Q3. How many confined spaces will need landscaping?

A3. One

Q4. Can all confined spaces be clearly marked?

A4. Yes

Q5. Do bidders have to price Fountain Maintenance? This is not a typical landscaping line item.

A5. Yes, this has been typical for our last couple of contracts.

Q6. What depth should mulch be installed and/or maintained at?

A6. No more than 2 inches.

Q7. What width should mowing be provided for at the “Outermost edge of Ring Road Perimeter”? Is this area specifically delineated on the provided maps?

A7. Drip line of trees. It is not specifically delineated on map.

Q8. Will any parking permits be required and, if so, what is the cost, per vehicle, for these passes?

A8. Parking permits are not needed but areas of parking will be designated.

Q9. Please confirm whether pricing increases will be allowed/negotiated for renewal option years.

A9. There is no pricing increase provision for the extension of the contract.

Q10. Can bed edges be performed with an edger blade or must they be edged with string trimmer?

A10. An edger blade can be used periodically and maintained with a string trimmer between edging cycles.

Q11. How many total irrigation zones are there which will require quarterly inspection?

A11. There are approximately (12) flowerbeds that have irrigation. See "Appendix B Flower Beds" in bid, numbers: 2,3,4,5,8,9,10,11,12,13,14,15.

Q12. For the watering in of turf fertilizer, will this need to be done manually, or are the turf areas covered by an automatic irrigation system?

A12. Manually

Q13. For areas that are mentioned in the pricing line items, but not specifically delineated on the maps, can maps be provided or can revised maps be sent that specifically call these areas out by name and show the approximate boundaries. For example, Kings Highway price vs Outermost edge of Ring Road vs Overall price for mowing and trimming services.

A13. Approximate boundaries: (Kings Highway: (50) feet from Kings Highway) – (Ring Road: (25) feet from Ring Road) – (Cut Through Road: (45) feet from Cut Through Road)

Q14. Is E-Verify required of all bidding contractors and, if not, why not?

A14. No. This ITB and the resulting contract are governed by the Higher Education Procurement Code LAC 34:XIII.1503(B)(2) which does not require it.

Q15. Can a count of annual flowers be provided?

A15. No annual flowers to maintain.

Q16. Are flower beds with annual flowers the only areas that are irrigated?

A16. No annual flowers.

Q17. How many of each turf treatment do you want between Fertilization, pre-emergent herbicide, and post-emergent herbicide to equal 6 total treatments?

A17. Fertilization (3x), Pre-emergent herbicide (2x), Post-emergent herbicide (1x)

Q18. Could you please send me the results of last years lawn and landscape maintenance bids for LSUS?

A18. See attached previous bid tab.

# Addendum 02 - Current PO

<b>PURCHASE ORDER</b>				<b>ISSUE DATE</b> 12/05/24	<b>ORDER NUMBER</b> PO-0000289964
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE				<b>SHIP FOB DESTINATION TO (UNLESS SPECIFIED ELSEWHERE)</b> Louisiana State University in Shreveport CC01067 LSUS   Building Operations  LSUS(FS100) 1 University PL Shreveport, LA 71115	
<b>ISSUING LSU CAMPUS</b> Louisiana State University in Shreveport					
<b>SUPPLIER NAME AND ADDRESS</b> Rotolo Consultants Inc - RCI  38001 Brownsville Rd Slidell, Louisiana 70460 United States of America		<b>BILL TO AND ADDRESS ALL PAYMENT INQUIRIES TO</b> Louisiana State University in Shreveport LSUS Accounts Payable One University Place Shreveport, LA 71115 PHONE: +1 (318) 797-5392 FAX : +1 (318) 798-4141 EMAIL: alicia.atkins@lsus.edu			
<b>ADDRESS ALL INQUIRIES INCLUDING DELIVERIES TO</b> <b>NAME</b> Melinda G West <b>EMAIL</b> <b>PHONE</b>		<b>BUYER OF RECORD</b> <b>NAME</b> Erica Pino <b>EMAIL</b> epino2@lsu.edu <b>PHONE</b>			
<b>SUPPLIER NUMBER</b> SPL-02848	<b>SUPPLIER REFERENCE</b>	<b>PAYMENT TERMS</b> Net 30	<b>SHIPPING TERM</b> FOB Destination	<b>FISCAL YEAR</b> 2024 - 2025	
<b>PURCHASE ORDER TYPE</b> Term Contract	<b>REQUISITION</b>	<b>SOLICITATION</b> RFQ-0000002379	<b>FEDERAL FUND</b>	<b>TOTAL AMOUNT OF ORDER</b> \$253,641.47	
<p align="center"><b>Standard Terms and Conditions of Purchase</b></p> <p><b>1. Contract</b> All solicitation specifications, terms and conditions are made part of this purchase order as if fully reproduced herein. This order shall not be amended by any supplier contract, form, etc. Departments are expressly prohibited from signing any supplier forms.</p> <p><b>2. Applicable Law</b> This contract shall be construed in accordance with and governed by the laws of the State of Louisiana. The Nineteenth Judicial District Court for the Parish of East Baton Rouge, State of Louisiana, shall have exclusive jurisdiction and venue over and shall be the exclusive forum for adjudication of any and all actions between the State and Supplier for any claim or cause of action arising under or by virtue of this contract, whether the action is on the contract or for breach of the contract or whether the action is for declaratory, injunctive, or other equitable relief.</p> <p><b>3. Delivery</b> Supplier is responsible for making timely delivery as specified in this order. Supplier shall promptly notify the LSU Department and/or Procurement Office of any unforeseen delays beyond its control.</p> <p><b>4. Awarded Products</b> Only those awarded brands and numbers stated in this order are approved for delivery, acceptance, and payment purposes. Any substitutions require prior approval of the Procurement Office. Any defect in any product may cause its rejection.</p> <p><b>5. Taxes</b> LSU is exempt from all Louisiana state and local sales and use taxes. Resident and non-resident firms acknowledge their responsibility for the payment of all taxes duly assessed by the State of Louisiana and its political subdivisions for which they are liable, including but not limited to: franchise taxes, privilege taxes, sales taxes, use taxes, ad valorem taxes, etc.</p> <p><b>6. Supplier Invoices / Payment Terms</b> Invoices shall reference the LSU purchase order number, supplier's packing list/delivery ticket number, shipping/delivery date, etc. Invoices are to be itemized and billed in accordance with the order, show the amount of any prompt payment discount, and shall be submitted on the supplier's own invoice form. Invoices submitted by the supplier's third party supplier are not acceptable. Unless otherwise contracted, payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later.</p> <p><b>7. Assignment of Contract/Contract Proceeds</b> Supplier shall not assign, sublet or transfer its contractual responsibilities, or payment proceeds thereof, to another party without the prior written consent and approval of the Procurement Office.</p> <p><b>8. Federal Funds</b> If flagged as "Federally Funded" above, this purchase order is subject to federal contract provisions. By acceptance of this purchase order, supplier agrees to comply with all applicable Terms &amp; Conditions for Federal Contracts and Grants located at: <a href="http://www.lsu.edu/administration/ofa/procurement/a-z-policies-procedures/purchase-order-terms-and-conditions.php">http://www.lsu.edu/administration/ofa/procurement/a-z-policies-procedures/purchase-order-terms-and-conditions.php</a>.</p>					
APPROVED		Erica Pino AUTHORIZED PURCHASING SIGNATURE			

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PRICE SHEET		PURCHASE ORDER			PAGE 2	
SUPPLIER NAME     Rotolo Consultants Inc - RCI				ORDER NUMBER		
SUPPLIER NUMBER     SPL-02848				PO-0000289964		
Line	Item Description	Quantity	Unit of Measure	Unit Cost	Extended Amount	
1	All or None Hourly Landscaper Rate to include landscaping, tree work, plant replacement	120	Hour	52	\$6,240.00	
2	All or None Hourly Groundsman rate to include general work, mowing, trimming, ground cleanup	120	Hour	80	\$9,600.00	
3	All or None Turf/Standard Grounds Services – String Trimming	39	Each	371	\$14,469.00	
4	All or None Bed Service & Groundcovers – Hard Surfaces – Chemical Weed Control	39	Each	53.19	\$2,074.41	
5	All or None Turf/Standard Grounds Service – Shrubs and tree trimming and pruning	39	Each	261.13	\$10,184.07	
6	All or None Turf/Standard Ground Service – Mowing/Edging/Blowing: Includes excess leaf/organic removal from turf, beds, hard surface, mulch surfaces	39	Each	3220.33	\$125,592.87	
7	All or None Bed Service & Groundcovers – Hand Pull Weeds	39	Each	140.85	\$5,493.15	
8	All or None Hourly Irrigation Tech to troubleshoot, diagnose and make repairs per specs	8	Hour	97	\$776.00	
9	All or None The Mall - Turf Weed Control and Management per specs	6	Each	294.94	\$1,769.64	
10	All or None Annual Fertilizing – Pre-Emerge Weed and Feed Fertilizer	1	Each	19323.26	\$19,323.26	
11	All or None Kings Hwy. Maintenance to include mowing, weed eating, blade edging per specs	39	Each	343.58	\$13,399.62	
12	All or None Fountain Maintenance – Inspection, Cleaning, Water Treatments per specs	6	Each	726.55	\$4,359.30	
13	All or None Fountain Maintenance – October Winterization: draining, pipe covering, pump covering per specs	1	Each	253.81	\$253.81	
14	All or None Quarterly Irrigation Inspections per specs	4	Each	131.42	\$525.68	
15	All or None Semi-Annual Mulching: Grade A Cypress Red Mulch	2	Each	3480.64	\$6,961.28	
16	All or None Mow/Edge/Trim/Blow Outermost edge of Ring Road Perimeter per specs	39	Each	564.76	\$22,025.64	
17	All or None Athletics Area - Mow/Edge/Trim/Blow Common areas and perimeter per specs	39	Each	233.24	\$9,096.36	
18	All or None Penzoil property Maintenance – St. Vincent Ave. Bushhogging of 40 ft. per specs	8	Each	97.33	\$778.64	
19	All or None Flowerbeds (18) – Fertilization and Weed Control per specs	6	Each	119.79	\$718.74	

## Addendum 02 - Previous Bid Tabulation



Welcome, Erica Pino

Response Tabulation - All or None

RFQ Nbr: RFQ-0000002379 - LSUS Grounds Keeping and Landscape Services - Term Contract RFQ Type: Invitation to Bid Sourcing Buyer: Erica Pino Evaluation Type: Group Responses: 4 Awards: 1

### Supplier Response Totals

Double-click a supplier line below to view response details

AWARD	STATUS	RESPONSE NBR	SUPPLIER NAME	COMPANY	TOTAL ITEMS	TOTAL QTY	RESPONSE TOTAL
Y	Evaluated	1	Rotolo Consultants Inc - RCI (SPL-02848)	Louisiana State University in Shreveport (50)	19	594.00	\$253,641.47
N	Evaluated	2	Lawnmasters of Shreveport LLC (SPL-26949)	Louisiana State University in Shreveport (50)	19	594.00	\$273,661.00
N	Evaluated	3	Scottie W & Tina J Floyd LLC - US Lawns Shreveport LA (SPL-26966)	Louisiana State University in Shreveport (50)	19	594.00	\$339,090.00
N	Evaluated	4	Terra Bella Landscape and Management LLC (SPL-43847)	Louisiana State University in Shreveport (50)	19	594.00	\$429,260.00