



PURCHASING DEPARTMENT

June 26, 2026

Addendum #1

IFB 50018-260034

West Campus Lawn and Landscape Maintenance Services

This Addendum forms a part of the Contract Documents and modifies the original Invitation for Bids (IFB). All provisions not specifically modified herein shall remain in full force and effect.

1. Flower Beds Excluded

Flower beds are not included in the scope of these services. The Contractor shall not be responsible for planting, maintaining, mulching, weeding, fertilizing, or otherwise servicing any flower beds unless specifically authorized in writing by Grambling State University.

2. Service Areas

A color-coded campus map identifying the required service areas is attached and incorporated into this IFB. Contractors shall use the attached map to determine the locations and boundaries of all required mowing and landscape maintenance services.

3. Cost Breakdown

Bidders shall provide a detailed cost breakdown as part of their bid, including, at a minimum:

- Cost per hedge trimming/cut.
• Unit pricing for any additional services requested by the University outside the regular scope of work.
• Any other unit prices requested in the Bid Pricing Schedule.

Table with 4 columns: Item No., Additional Service, Unit of Measure, Unit Price (\$). Rows include Hedge Trimming/Cutting, Shrub Trimming, Tree Limb Trimming, Removal and Disposal of Green Waste, Additional Mowing, Additional String Trimming/Edging, Leaf Removal, Debris Removal, Equipment with Operator, Additional Labor, and Other Additional Services.

**Note:** These prices are for work requested by Grambling State University that is outside the regular contract scope. No additional work shall be performed without prior written authorization from the University's Purchasing Department or Contract Administrator.

## Service Areas

The Contractor shall provide services for the areas identified on the attached color-coded campus map. The map is incorporated into this IFB and shall be used to determine the service locations and boundaries.

Color on Map	Service Description	Total Square Feet	Approximate Acres	Service Frequency
Blue Outline	Bush Hog Services	3,536,211 sq. ft.	Approximately 81 Acres	As specified in the Scope of Work
Red Outline	Mowing Services	2,361,531 sq. ft.	Approximately 55 Acres	As specified in the Scope of Work

**Note:** The acreages and square footage provided are approximate and are intended for bidding purposes only. Contractors are responsible for reviewing the attached campus map and visiting the site to verify existing conditions prior to submitting a bid.



## Vendor Questions and Responses

**Question 1:** Could you please provide the bid tabulation and awarded contract amount from the most recent contract cycle, along with the name of the current contractor?

**Response:** The requested bid tabulation, contract award amount, and information regarding the current contractor are not part of this solicitation. If you wish to obtain records from a previous procurement, please submit a Public Records Request to the University's Public Records in accordance with the Louisiana Public Records Law.

**Question 2:** What is the allocated budget for this contract?

**Response:** The University has not established or is not disclosing a predetermined budget for this solicitation. Award will be based on the evaluation criteria outlined in the IFB and the availability of funding.

**Question 3:** What is the selection criteria for contractors with this solicitation? What will contractors be judged on to be a candidate to win this contract?

**Response:** This is an Invitation for Bids (IFB). The contract will be awarded to the responsive and responsible bidder submitting the lowest bid that meets all specifications, terms, conditions, and requirements of the solicitation.

**Question 4:** Will you serve as the point of contact throughout the remainder of the contract?

**Response:** The Purchasing Department will serve as the official point of contact throughout the solicitation process. Following award, the successful contractor will coordinate with the University's designated Contract Administrator for day-to-day contract administration.

**Question 5:** To be clear, what is the location for the initial pick-up of the voting machines?

**Response:** Not Applicable

**Question 6:** Will my company be allowed to bid on several locations for this solicitation? If so, what is the maximum number of contracts/parishes that we can bid on?

**Response:** Yes. Bidders may submit bids for multiple locations/parishes. There is no limit on the number of locations/parishes for which a bidder may submit a bid, provided the bidder demonstrates the ability to perform the work in accordance with the requirements of the solicitation.

## ACKNOWLEDGMENT

This Addendum shall be acknowledged in the bid submission. Failure to acknowledge this Addendum may result in the bid being deemed non-responsive.



