

City of San Antonio

ADDENDUM I

SUBJECT: Annual Contract for Parks Mowing Services - Request for Competitive Sealed Proposals 14-015 (RFCSP 6100004903), Scheduled to Open: September 10, 2014; Date of Issue: August 8, 2014

FROM: Paul J. Calapa, Procurement Administrator

DATE: August 19, 2014

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSALS

THE ABOVE MENTIONED REQUEST FOR COMPETITIVE SEALED PROPOSALS IS HEREBY AMENDED AS FOLLOWS:

1. Change Cover Sheet, Added RFCSP 14-015

2. Change RFCSP Attachment A, Part 3, Proposed Plan, Question 9 - Wages and Benefits Plan, Change first sentence to read as "Indicate the range of wages that Respondent has established for the Manager, Crew Leader(s), and Laborers classifications."

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, PRE-SUBMITTAL CONFERENCE:

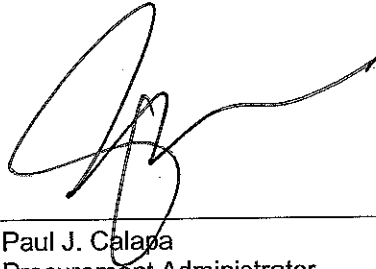
- Question 1. What are the names of the current contract holders?
Response. Cantu Contracting, Estrada Landscape and Maldonado Nursery and Landscape.
- Question 2. Is there any landscape maintenance required such as weeding, trimming/edging and pruning?
Response. No.
- Question 3. What is the standard mowing method for large spaces i.e. are flail shredders to be utilized?
Response. Parks and Recreation recommends flail shredders to be utilized in large open fields.
- Question 4. Will service be maintained throughout the term of the contract, i.e. will multiple cycles be consecutively cancelled?
Response. Please refer to Section 4.6 Temporary Reduction in Service Schedules. Traditionally, Parks and Recreation has halted mowing during winter dormancy and extreme drought conditions. A written letter will be sent a week prior to halting all mowing.
- Question 5. May contractor perform mowing services during the weekend?
Response. Please refer to Section 4.5 Service Cycle Quantity and Hours. No weekend mowing without prior authorization from the Parks and Recreation Department.

QUESTIONS SUBMITTED DURING SITE VISITS:

- Question 6. Do any of the Parks locations have irrigation? If so, is the irrigation system well-marked?
Response. Approximately 20 parks have irrigation systems and the systems have visible markers.

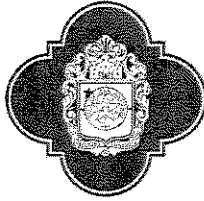
Question 7. To whom does the contractor report tree knicks on oak trees?
Response. The name of the Parks and Recreation Departments' point of contact(s) will be provided at the Contract Kick Off Meeting.

Question 8. Should contractor(s) send a copy of the invoice to the Parks financial point of contract in addition to submitting the invoices to Accounts Payable?
Response. Instructions regarding faster payments will be provided during the Contract Kick Off Meeting which will occur after the award of contract.



Paul J. Calapa
Procurement Administrator
Finance Department – Procurement Division

PC/rs



City of San Antonio

ADDENDUM II

SUBJECT: Annual Contract for Parks Mowing Services - Request for Competitive Sealed Proposals 0014-15 (RFCSP 6100004903), Scheduled to Open: September 10, 2014; Date of Issue: August 8, 2014

FROM: Paul J. Calapa, Procurement Administrator

DATE: September 4, 2014

THIS NOTICE SHALL SERVE AS ADDENDUM NO. II - TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSALS

THE ABOVE MENTIONED REQUEST FOR COMPETITIVE SEALED PROPOSALS IS HEREBY AMENDED AS FOLLOWS:

- 1. ADDED: Attachment N. – Redacted Pre-Submittal Conference and Site Visit Sign-in Sheets**
- 2. ADDED: Attachment O. – Pre-Submittal Conference SBEDA PowerPoint Presentation**

RESPONSE TO QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, PRE-SUBMITTAL CONFERENCE AND RESTRICTIONS ON COMMUNICATION:

Question 1: Are there additional points awarded to vendors who are Section 3 certified?

Response: No.

Question 2: Do all sub-contractors need to be certified as small businesses at the time of proposal submission or is it OK if their certification is in progress?

Response: Firms must be certified at the time of solicitation response submission date.

Question 3: Please clarify the Small Business Enterprise (SBE) Prime Contract Program and how it applies to obtaining the 20 points during evaluation.

Response: The SBEDA portion of this RFCSP provides for 20 evaluation preference points for certified Small Business Enterprises if they respond as the prime entity and meet the SBEDA eligibility criteria.

Question 4: Should respondents submit the Utilization Plan even if they are not small businesses?

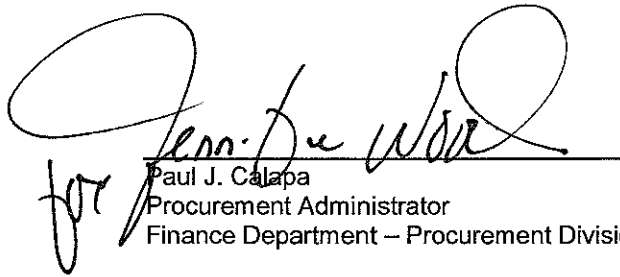
Response: Yes. All respondents must submit the Subcontractor/Supplier Utilization Plan with their solicitation response.

Question 5: Will a large prime contractor (not a SBE), be considered for evaluation points if they have more than 51% subcontract participation with small businesses?

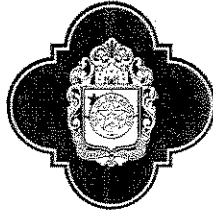
Response: No. In order to receive the evaluation preference points associated with the SBE Prime Contract program, prime respondents must be certified as SBE. See response to Question 3 for specific application to this RFCSP.

Question 6: Can you provide a copy of the Pre-Bid Submittal Sign In Sheet?

Response: A copy of the pre-submittal conference sign-in sheet is posted as a separate document, Attachment N, 'Redacted Pre-Submittal Conference and Site Visit Sign-in Sheets'.


for Paul J. Calapa
Procurement Administrator
Finance Department – Procurement Division

PC/rs



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ADDENDUM III

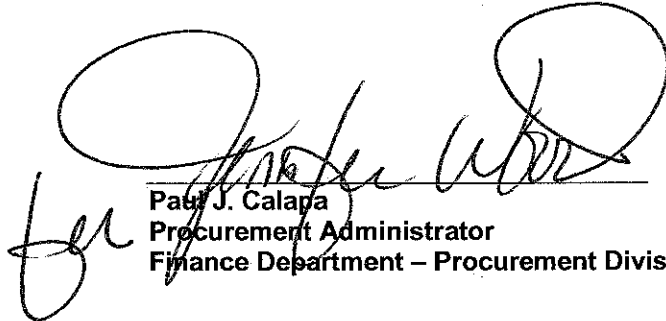
SUBJECT: Request for Competitive Sealed Proposals - Annual Contract for Parks Mowing Services - 0014-15 (RFCSP 6100004903), Scheduled to Open: September 10, 2014; Date of Issue: August 8, 2014

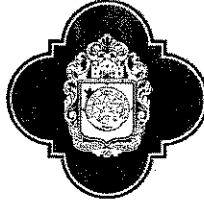
FROM: Paul J. Calapa, Procurement Administrator

DATE: September 9, 2014

THIS NOTICE SHALL SERVE AS ADDENDUM NO. III - TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSAL

1. THE RFCSP OPENING DATE IS HEREBY EXTENDED TO MONDAY, SEPTEMBER 15, 2014, 2:00 PM CT


Paul J. Calapa
Procurement Administrator
Finance Department – Procurement Division



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ADDENDUM IV

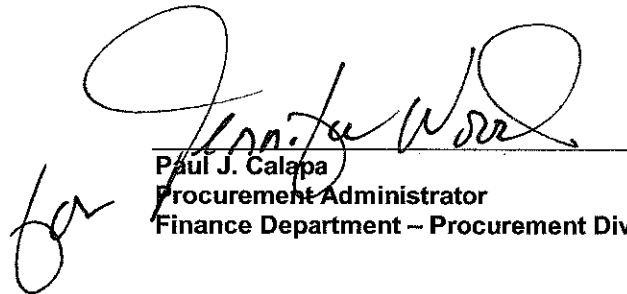
SUBJECT: Annual Contract for Parks Mowing Services - Request for Competitive Sealed Proposals 0014-15 (RFCSP 6100004903), Scheduled to Open: September 10, 2014; Date of Issue: August 8, 2014

FROM: Paul J. Calapa, Procurement Administrator

DATE: September 15, 2014

THIS NOTICE SHALL SERVE AS ADDENDUM NO. IV - TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSAL 0014-15 (RFCSP 6100004903)

1. THE RFCSP OPENING DATE IS HEREBY EXTENDED TO WEDNESDAY, SEPTEMBER 17, 2014, 2:00 PM CENTRAL TIME


Paul J. Calapa
Procurement Administrator
Finance Department – Procurement Division