



**RFP 2020 – 1.9**  
**Addendum No. 2**  
January 27, 2020

The Addendum serves to clarify, revise, and supersede information in the Request for Proposals (RFP), the Maps and Addenda (if any), which have previously been issued.

Please acknowledge receipt of this Addendum No. 2, dated January 27, 2020, in the space provided on the Bid Form. Failure to acknowledge this addendum may result in your bid being declared non-responsive.

**Questions/Clarifications:**

Question 1: The NC Landscapers Contractor License. Does that reciprocate with any other states license version? Can we be “in process” of acquiring the license at the time of bid? Is there any other NC license that reciprocates with this?

Clarification 1: *Reciprocity information is available on the Licensing Board website:  
<https://nclclb.com/licensing-2/reciprocity/>*

Question 2: The Addendum clarified whether or not you could bid specific sites, as the RFP had already stated. What about the individual contracts? Can we bid the ones we want or do we have to bid every contract? For example, could an interested party just bid contract 1?

Clarification 2: *Yes, you can just bid on Contract #1. If a Proposer chooses not to bid on a Contract(s), he/she shall enter “No Bid” in the Annual Lump Sum line item in that contract bid section.*

Question 3: Historic Corolla Park; Why is the current irrigation system not being used? is there a plan for it to be repaired?

Clarification 3: *Current irrigation system is not working properly and there is no plan to repair it.*

Question 4: Moyock Welcome Center - The current scope is very specific in amounts/timing and desired appearance; In what manner has the property been maintained in 2019? Has it been mulched? On What date? Have any turf applications been applied? If so, what chemical and on what dates?

Clarification 4: *Contractor shall accept property in current state.*

Question 5: Government Center-Trees-The majority of trees are in need of corrective pruning and limbing up to achieve proposed standards? Have the trees been pruned in 2019? If so, on what date?

Clarification 5: *Contractor shall accept property in current state.*

**Question 6:** Is it possible to see the previous pricing for each lump sum area?

*Clarification 6: Yes; however, the contract areas are different than what was bid under previous contract.*

<b>Contract Area</b>	<b>Description</b>	<b>Amount</b>
<b>Currituck Mainland #1</b>	Governmental Center, Historic Courthouse Complex, Soil and Water, Highway Patrol, & Forest Service	\$42,999.00
<b>Currituck Mainland #2</b>	Sheriff's Office, Detention Center, 167 Maple Road, Wellfield and west side of Maple Road	\$7,500.00
<b>Currituck Mainland #3</b>	Scalehouse access road, AWOS site, Fuel Farm and compound, Airport area outside the fence, Transfer Station	\$10,000.00
<b>Currituck Mainland #4</b>	COA Aviation Tech, Colledge Way, Maple Parkway	\$29,880.00
<b>Currituck Mainland #5</b>	YMCA, Cooperative Extension, Animal Shelter	\$44,200.00
<b>Currituck Mainland #6</b>	Barco Way, Barco Convenience Site, Barco Library, Veterans Park, Waterlily Fire Station	\$12,900.00
<b>Currituck Mainland #7</b>	Grandy Sheriff's Office, Grandy Convenience Site, HJCS, Powells Point Senior Center, N. Spot Road Convenience Site	\$14,000.04
<b>Currituck Mainland #8</b>	Maple Commerce Park	\$24,000.00
<b>Moyock</b>	Welcome Center, Moyock Convenience Site, Library, Shawboro Convenience Site, Wedgewood Lakes Lot	\$15,100.00
<b>Knotts Island/Gibbs Woods</b>	GW Convenience Site, KI Convenience Site, KI Boat Ramp Parking, KI Ruritan Park	\$12,780.00
<b>Corolla - Whalehead Drainage</b>	Walkways	\$15,750.00

**Question 7:** In the pass bid periods exemption #5 removed the license requirements will this remove this requirement?

*Clarification 7: Per N.C.G.S. 89D-13, a Contractor is exempt from the requirement of maintaining a N.C. Landscape Contractor License for any landscaping work where the price of all contracts for labor, material, and other items for a given job site during any consecutive 12-month period is less than thirty thousand dollars (\$30,000).*

## **Instructions to Proposers**

### **Section 3.0 Questions**

*Written questions shall be submitted via email to [rebecca.gay@currituckcountync.gov](mailto:rebecca.gay@currituckcountync.gov) no later than 2:00 p.m. on January 29, 2020. To the extent Currituck County determines to respond to questions, responses and any supplemental instructions will be in the form of a final written addendum, which if issued, will be emailed to all contractors holding this RFP not later than 4:00 p.m. on January 31, 2020. All Addenda shall become part of the RFP.*

### **Section 6.0 Proposal Requirements, Section 5: List of Equipment**

**Question:** Is it necessary to provide list of all equipment or major equipment?

Clarification: *Provide a list of major Contractor-owned equipment to be utilized in performance of the contract. Include manufacturer, model, and age or number of hours*

### **Section 6.0 Proposal Requirements, Bid Form**

*Bid Form has been revised to include Contractor provided hourly rate for work outside of Scope and rates for snow and ice removal.*

## Scope of Work

### Section 1.1 Professional Registrations and Licensing

Clarification: Per N.C.G.S. 89D-13, a Contractor is exempt from the requirement of maintaining a N.C. Landscape Contractor License for any landscaping work where the price of all contracts for labor, material, and other items for a given job site during any consecutive 12-month period is less than thirty thousand dollars (\$30,000).

Clarification: All chemical applications will be made under the supervision of or by a person that holds a valid N.C. Pesticide Operators License.

### Section 2.1 Mowing (b.)

Question: Can you provide a more specific definition than “as necessary”?

Clarification: Contract includes 36 mowings per the mowing schedule provided below, unless otherwise indicated under Section Four: Property Specific Requirements. Schedule of 36 mowings may be altered per County request or as required by climatic conditions.

<i>January</i>	<i>One mowing</i>
<i>February</i>	<i>One mowing</i>
<i>March</i>	<i>Two mowings</i>
<i>April</i>	<i>Weekly mowing</i>
<i>May</i>	<i>Weekly mowing</i>
<i>June</i>	<i>Weekly mowing</i>
<i>July</i>	<i>Weekly mowing</i>
<i>August</i>	<i>Weekly mowing</i>
<i>September</i>	<i>Weekly mowing</i>
<i>October</i>	<i>Three mowings</i>
<i>November</i>	<i>Two mowings</i>
<i>December</i>	<i>One mowing</i>

### Section 2.2 Edging (g.)

Clarification: Strike “g.” Instruction regarding “Welcome to” signs added to Section Four: Property Specific Requirements.

### Section 3.1. Ornamental Trees (b.)

Clarification: Prune limbs to a minimum height of seven (7) feet above the ground. Remove low-hanging, dead, or damaged limbs.

### Section 3.1 Ornamental Trees (e. and f.)

Clarification: Trees will be re-staked at direction of the Public Works Director. Contractor will bill separately at hourly rate provided on Bid Form.

**Section 3.2 Shrubbery (b.)**

Clarification: *Exception - Russian olives at public access parking lots within Whalehead Subdivision shall be maintained at a height of six (6) feet.*

**Section 3.2 Shrubbery (f.)**

*Strike.*

**Section 3.3.1 Perennials (d.)**

*Strike.*

**Section 3.3.1 Perennials (e.)**

Clarification: *Landscaping plants which the County deems irrevocable shall be removed and replaced by the Contractor. The Contractor will purchase the replacement and invoice the County at cost of the replacement plant.*

**Section 3.3.2 Annuals**

Clarification: *This section applies to: Six (6) large flower pots at the Whalehead, and four (4) large flower pots and the front sidewalk landscape beds at the Historic Courthouse. Acceptable annuals include geraniums, petunias, pansies, and voilas. Annuals shall be purchased at the expense of the Contractor.*

**Section 3.5 Insect, Disease, and Weed Control**

*Strike l, m. and n.*

Clarification: *Spot applications of contact herbicide may be considered on lawn areas during the growing season to control broadleaf weeds. A maximum of two spot applications annually for all turf areas are allowed and included in the work. Use health and environmental hazard information to choose most effective and least hazardous product. Single active ingredient products are preferred if they are available and meet other criteria for safety and effectiveness.*

**Section 3.7.2 Irrigation Maintenance and Repair**

Clarification: *Irrigation maintenance and repair will be billed separately by the Contractor. Contractor shall contact Public Works Director prior to performing any maintenance and/or repairs. Contractor shall be paid at hourly rate provided on Bid Form. Contractor shall bill materials at cost.*

**Section 4.3 Historic Corolla Park Area (a.)**

Clarification: *The area immediately adjacent to the Whalehead, within the confines of the walkway around the house, shall be mowed with a push mower and bagger. This shall be done before 9:00 a.m. Grass in this area shall be maintained at a height of three (3) inches.*



**Section 4.4 Corolla Greenway Area**

Clarification: *Corolla Village Access and Sidewalk Extension – The sidewalk from NC 12 to the bottom of the dune walkover ramp, parking lot, and bath house are included in the site. The Contractor is responsible for blowing sand off the sidewalk. The Contractor is not responsible for maintaining the gravel access road.*

Clarification: *c. Every effort shall be made to mow two (2) to three (3) feet on each side of the Greenway path.*

Clarification: *e. 29 trees between the Pine Island Station and Southern Beach Access; Contractor shall mow the around the trees from Pine Island Station to Southern Beach Access.*

Clarification: *Contractor shall be allowed to chemically edge signage and utility boxes located along the Greenway.*

**Additions to Section 4:**

**4.5 “Welcome to” Signs**

*a. Contractor shall chemically edge around signs in March, July, and October. Contractor shall mulch around signs in March and October.*

**4.6 Carova Beach Park**

*a. Contractor shall maintain Carova Beach Park from March 1 to October 31. The annual lump sum amount shall include twenty (20) mows.*

**4.7 Convenience Sites (Moyock, Shawboro, Barco, Grandy, Knotts Island, Gibbs Woods)**

*a. Contractor shall chemically edge around compactors and fencing. Contractor is not responsible for treating parking areas within convenience site.*

**4.8 Moyock Commons Sewer**

*a. The sloped embankment around the ponds shall be bush hogged three (3) times per year.*

**Section 5.1 Snow and Ice Removal**

Clarification: *Contractor shall provide a general labor and equipment rate per hour for one (1) crew of three (3) people on the Bid Form. The hourly rate should include the following: general labor, equipment operation, supervision, application of de-icing material, and all equipment needed to perform snow and ice removal. The equipment should include one (1) piece of large equipment (i.e. skid steer). Contractor shall also provide a price per pound of de-icing material.*

## Maps

### Contract #1 – Moyock Area

Poyners Road Boat Ramp - Change to map



High Cotton Water Tower – Address: 145 Southern Pine Drive, Moyock

Newtown Road Sewer – Address: 160 Newtown Road, Moyock

### Contract #3 – Southern Area

Waterlily Boat Ramp – Change to map



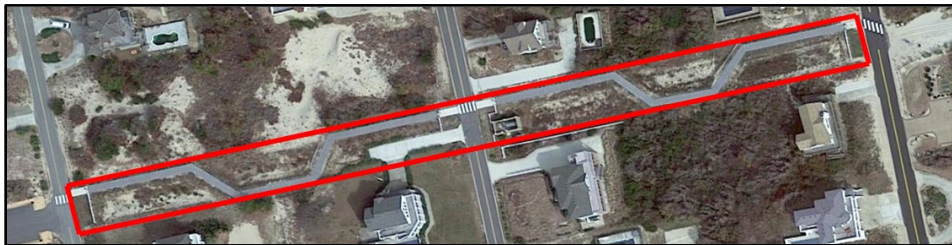


Jarvisburg Elementary School Athletic Fields – Change to map



**Contract #5 – Historic Corolla Park and Whalehead Subdivision Area**

Herring Walkway – Change to map



**Contract #6 – Corolla Greenway Area**

Corolla Village Access and Sidewalk Extension – Change to map





**Bid Form**  
RFP 2020 – 1.9

All bids must be submitted on the provided Bid Form. Bid Forms must be completed in blue or black ink or typewritten. Proposers may submit bids for any number of Contract Areas.

The bid amount shall be shown in both words and figures. In case of discrepancy, the amount in words shall govern. If a Proposer chooses not to bid on a Contract(s), he/she shall enter “No Bid” in the Annual Lump Sum line item in that contract bid section. Total the annual lump sum for all contracts and complete the Grand Total Lump Sum line item.

The lump sum price shall include labor, materials, overhead, tools, equipment, transportation, profit, insurance, taxes, site repair, clean-up and all other incidentals to cover the finished work.

The Proposer agrees that this bid shall be valid and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids.

In compliance with the Request for Proposals by the County of Currituck and subject to all terms and conditions and specifications thereof, the undersigned has carefully examined the scope of work and requirements and hereby declares that he/she will complete the project in the manner prescribed in the specifications for the following annual lump sum price:

**Contract #1 – Moyock Area**

Annual Lump Sum \$ \_\_\_\_\_

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*Write out total dollar amount in words*

**Contract #2 – Currituck Area**

Annual Lump Sum \$ \_\_\_\_\_

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*Write out total dollar amount in words*

**Contract #3 – Southern Area**

Annual Lump Sum \$ \_\_\_\_\_

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*Write out total dollar amount in word*

**Contract #4 – Knotts Island/Gibbs Woods Area**

Annual Lump Sum \$ \_\_\_\_\_

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*Write out total dollar amount in words*

**Contract #5 – Historic Corolla Park and Whalehead Subdivision Area**

Annual Lump Sum \_\_\_\_\_

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*Write out total dollar amount in words*

**Contract #6 – Corolla Greenway Area**

Annual Lump Sum \$ \_\_\_\_\_

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*Write out total dollar amount in words*

**Contract #7 – Carova Area**

Annual Lump Sum \$ \_\_\_\_\_

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*Write out total dollar amount in words*

**GRAND TOTAL AMOUNT (Annual Lump Sum)**

\$ \_\_\_\_\_

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*Write out total dollar amount in words*

Provide rates for the following; rates provided will not be included in Proposal Evaluation. County reserves the right to negotiate provided rates with Contractor.

Item No.	Description	Rate
<b><i>Hourly Rate for Work Performed Outside of Scope</i></b>		
1	Hourly rate per person for work outside of scope	\$ /hour
<b><i>Snow and Ice Removal</i></b>		
2	General labor and equipment rate per hour for one (1) crew of three (3) people	\$ /hour
3	Price per pound (lb) for de-icing material	\$ /lb

Proposer has examined copies of all the Proposal Documents and of the following Addenda (receipt of all which is hereby acknowledged):

Addendum Number:

Addendum Date:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Name of Business Submitting Bid**

\_\_\_\_\_  
**Signature of Authorized Representative/Title**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Email Address of Representative**