



**RFP 2020 – 1.9**  
**Addendum No. 3**  
January 31, 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. 3, dated January 31, 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: Please provide the annual lump sum amount for Historic Corolla Park; years 2017-2018-2019.

Clarification 1: *Prior contract term was March 1, 2018 to December 31, 2019; annual lump sum was \$72,000. Prior to March 1, 2018, contract was procured by the Whalehead Preservation Trust; annual contract amount was \$40,500.*

Question 2: Section 1.14: It states contractor is able to weed spray along waterline; This would require a NCDA aquatic endorsement per current regulations; Is this Aquatic endorsement/license number required by the County for any sites containing bodies of water?

Clarification 2: *The question was asked at the Pre-Proposal Conference if the Contractor can spray along the waterline at the Moyock Commons Sewer site and the response was, yes. After further consideration, the response is no. The Contractor shall not weed spray along any pond or other body of water.*

Question 3: IRRIGATION repairs will have a different hourly rate amount; is there an area in the bid form that this should be listed or will it be requested only if needed.

Clarification 3: *Rate will be requested as needed.*

Question 4: Please clarify that [Boat Museum] will be added on [to Historic Corolla Park contract] once complete and allow for a separate proposal for maintenance costs; the cost for maintenance is NOT included in 2020 proposal annual lump sum.

Clarification 4: *The Maritime Museum at Historic Corolla Park is NOT included in the 2020 proposal annual lump sum.*

Question 5: During the pre-bid meeting it was stated that a valid NC Landscape License IS required. Addendum #2 appears to allow non-licensed persons/companies bid. Which is correct? Is a valid NC Landscape License required for all bids or just those that exceed \$30,000 per the law? I ask because it is a violation of the law to even provide a bid that exceeds the \$30,000 amount without having a valid NC Landscape License.

Clarification 5: *Contractors are responsible for meeting the statutory requirements of N.C.G.S. 89-D. Per N.C.G.S. 89D-13(5), 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).*

Question 6: Regarding the last contract period - were the specifications the same or similar? It seems as though the properties on the Mainland areas do not, and have not, meet the maintenance requirements set forth in the RFP. If they are similar, are we not expected to be held to the RFP - it is a rhetorical question, but that is what appears to be the case so I would like clarification if possible.

Clarification 6: *The specifications provided in the current Proposal are similar to those provided in the prior proposal, but revisions have been made. Contractors are expected to meet the specifications provided in the Scope of Work.*

Question 7: Annuals - I believe this was discussed in the pre-bid, but without the RFP spelling out a number of annuals there is no way to be competitive between bidders. One bidder may bid 10 and another bid 100. Can this be clarified?

Clarification 7: *There are four 14-inch diameter flower pots at the main entrance to the Historic Courthouse. There are currently 16 annuals in the sidewalk beds at the Historic Courthouse. There are four 18-inch diameter flower pots at the Whalehead.*

Question 8: Section 4.4 Corolla Greenway Area c. The clarification was made to mow 2 to 3 feet on each side of the greenway path. Are the landscapers not responsible for mowing from the greenway path to NC 12 on the Ocean sands to Albacore Street section of the greenway and the Historic Corolla park to the 4WD ramp section as it has been done in previous years?

Clarification 8: *The Contractor is responsible, to the best of his ability due to topography, for mowing 2 to 3 feet of area between the Greenway and Highway 12 from Section A of Ocean Sands to the newly planted crape myrtles just south of the Ocean Sands Wastewater Treatment Plant. From Historic Corolla Park to the 4WD ramp, the Contractor shall mow from the path to the pavement.*

Question 9: “” f. Currituck County sign and surrounding area at county line. Is the landscaper required to mow the strip from NC 12 to the wildflower bed area?

Clarification 9: *Yes.*

Question 10: “” Monterey Shores Pocket Park. Is the landscaper required to mow the beds that were installed to be natural ornamental grass beds? If so, at what frequency?

Clarification 10: *Yes; to the same frequency as the Greenway.*

# Instructions to Proposers

## Section 4.0 License and Certification Requirements

*Section 4 is eliminated from the Proposal Requirements.*

Clarification: Contractor(s) recommended for contract award:

- Must meet the requirements of N.C. General Statute Chapter 89D; and
- Must provide a current NCDA&CS Commercial Pesticide Applicator, Specialty Category Ornamental and Turf (L) certification.

## Clarification:

*Proposal Requirements shall be formatted as follows:*

### **Title Page**

- a. Include the name of proposer's company, address, telephone number, email, name of contact person, date, and the subject: "Request for Proposals for Grounds Maintenance."

### **Table of Contents**

- a. Clear identification of the information provided by section and page number.

### **Section 1: General Information**

- a. Legal Name of Company; Date of Foundation.
- b. Type of company (individual, partnership, corporation, etc.) and list of names of all partners, principals, etc.
- c. Name, title, address, and telephone number of the company's authorized representative. The person identified must be empowered to make binding commitments for the company.
- d. Statement signed by authorized representative certifying that the information contained in the submitted proposal, is true, accurate, and complete and includes all information necessary to ensure that the statements therein do not in whole or in part mislead the County as to any material facts.

### **Section 2: Qualifications**

- a. Provide number of years' experience in landscaping services and grounds maintenance; more preferred
- b. Provide background in handling and number of similar size projects in the last seven (7) years; more preferred.
- c. Provide a list of key staff describing applicable experience, training, and certifications in the required services.

### **Section 3: References**

- a. Contractor shall provide at least three (3) references for which the company has performed similar work of the same or similar magnitude to those requested in this solicitation, including the contact name, entity, address, telephone number, e-mail address, and date and term of the contract. Currituck County may not be used as a reference.

**Section 4: List of Equipment**

- a. 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 5: Bid Form**

- a. All bids must be submitted on the provided Bid Form.

## **General Terms and Conditions**

### Clarification:

#### **E. Subcontractors**

The Contractor shall not have the right to subcontract any part of its obligations and/or service requirements of this Agreement without prior written approval of the County.