

City of Lynchburg  
Procurement Division  
900 Church Street  
Lynchburg, Virginia 24504  
Telephone No.: (434) 455-3970  
Fax No.: (434) 845-0711

**Addendum for Invitation for Bids  
Landscaping & Mowing Services for Various Department of Water Resources Locations**

**2015-966**

Date: 03/12/2015  
From: Deborah Powell, Buyer, CPPO, VCO  
RE: Addendum No. 1

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This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing bids and shall become a part of the Contract Documents. The Bidder shall indicate receipt of this Addendum and all previously issued Addenda on the Terms and Signature page of the documents.

*Company Name:* \_\_\_\_\_ *Address:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Authorized Signature:* \_\_\_\_\_ *Title:* \_\_\_\_\_

*Print Name:* \_\_\_\_\_ *Telephone No.:* \_\_\_\_\_

*Fax No.:* \_\_\_\_\_

1. Please use the revised bid form attached below.
2. Contact Richard Eden at 434-455-4264 for site visit.
3. The “growing season” will be determined by the Department of Water Resources.

Growing season is to be determined by the Department of Water Resources ( DWR). Typically growing season is from April 1<sup>st</sup> to Mid-November, but it may fluctuate depending on the weather. DWR will notify the vendor when to begin and when to stop the landscape service.

4. Garnett Street – Clarify condition of property for pricing purposes.

Service should be provided to the undisturbed area at Garnett Street. Any area with construction equipment on it does not need service at this time but once the site is clear and restored the entire area will need service.

5. Vendors should include a copy of their “Virginia Licensed Applicator Certificate”.
6. Do not spray around manhole covers.
7. Landscaping & Mowing expenses from 01/01/2014 through 12/31/2014 equaled \$43,500.00.
8. The IFB states not to include the retention pond: is this what is being referred to?

See pond labelled on the map below.

9. Is this area included in the Bi-Weekly/Area 2 (specifically the mulch)
  - a. If yes, wouldn't you want this relatively new area weeded? Weeding is not specifically mentioned in Bi-Weekly Services (Area 2)

All mulch beds in service area 2 should be annually mulched and edged, and bi-weekly weeded.

- b. There were two area specifically mentioned for weeding in our discussion today that were a part of the larger map of College Hill, but the IFB does not mention that as a needed service.

All areas in service area 2 need to be weeded bi-Weekly.

- c. If mulching, are we not trenching? I assume so, but I need clarification for pricing accuracy.

All mulched areas need to be edged.



Retention Pond circled in blue

436,253.45 sq ft

**Bid Form - Landscaping Services for Department of Water Resources**

Price being quoted must include the cost mulch, fertilizer, seed and all manpower to apply

Bi-Weekly is every two (2) weeks

Pricing is based on the estimated number of services provided per the estimated growing season established by the Department of Water Resources

	Weekly Service (Price per week x 34)	Bi-Weekly Service (Price per bi-weekly x 18)	Monthly Service (Price per month x 8)	Annual Service (Price per year x 1)	Sub Total
Service Area 1	\$_____	\$_____	N/A	\$_____	\$_____
Service Area 2	N/A	\$_____	N/A	N/A	\$_____
Service Area 3	N/A	N/A	N/A	\$_____	\$_____
Service Area 4	N/A	N/A	\$_____	\$_____	\$_____
Service Area 5	N/A	N/A	N/A	\$_____	\$_____

Total Annual Base Bid \$\_\_\_\_\_

**Additional Options**

Price per Hour

Single axle dump truck	\$_____
Tandem axle dump truck	\$_____
Farm Tractor (rubber tire)	\$_____
Track loader	\$_____
Labor (manpower)	\$_____
Supervisor	\$_____
Land Clearing	\$_____
Seeding	\$_____