

City of Beaufort
Landscaping and Maintenance Services in the Core Commercial District
Questions and Answers on RFP 2015-112
Submitted through Pre Proposal meeting on Friday, May 22, 2015
And Written Requests

What is the general expectation of the area?

In general everyday you'll have to be down there sunrise to sunset. First thing in the morning bathrooms need to be cleaned – people start to come about 6am-7am. Bathrooms are to be opened at sunrise and locked at sunset. General maintenance of everything in the park. If a plant dies we expect you to replace it. If a plant dies during an event due to falling on or tripping over the host of the event will be charged. The flowers are real important to us because the year before last Beaufort was ranked most beautiful city in America so we want to keep that. Insects are also important especially since this is a high usage park- We have ships that come on a regular basis October through April/May and then we have our tour buses that come in all the time. Our heavy season starts in January through August; 14-15 bus loads of people on a daily basis. Horse and buggy company does clean up after themselves but we expect you to patrol park for feces from animals on a regular basis.

General Conditions

Workforce – Is a horticultural degree the only degree accepted for Project Field Representative?

Yes, but that person does not need to be in the field at all times just an employee of the company that will oversee operations.

Storm Damage and Emergency Clean-up - Is the damage and litter just Horticulture related items?

No, once a storm comes in, all types of debris will be all over Beaufort.

Turf Management

Core Aeration – Should we use 3 occurrences (text) or 2 occurrences (Attachment B)?

2 times per Attachment B

Ornamental and Bed Maintenance

Fertilizing Shrubs and Ornamentals – replacement of dead shrubs and ornamentals during the duration of this contract apply to gross negligence of the vendor or for any reason?

Yes, for any reason, but if something is damaged during a festival or a storm the city would not expect you to bear the cost. Just notify Public Works prior to replacement.

Flower Beds – should we maintain on a weekly basis (text) or 16 occurrences (attachment B)?

16 is due to the fact that you need check on flowers to make sure they are alive. Weeds pulled on weekly basis. Weekly visit – just check and make sure look good. You do not have to

fertilize and make sure look good. General maintenance weekly and floral maintenance 16 times a year.

Irrigation –

Can you give an estimate on how many irrigation zones are in Waterfront Park?

There are 44 zones at the Waterfront Park and an additional 6 zones at Freedom Park (this is where the Christmas tree is and it has a separate control box).

Pressure Washing –

Has the pressure washing been completed this year (May- June)?

No it has not been done this year.

Is the pressure washing supposed to be done all the way up Craven and Port Republic?

Yes.

Holiday Décor-

Can you supply an estimate of man hours used in past years for Holiday Décor?

4 men – 16 hours

Vendor Supply lights?

No we are going to supply the lights that we have and we ask for a couple of men to help install

Janitorial –

Should we use minimum 1 time per day (text) or 431 occurrences (attachment B) – currently about 1600-1700 services per year.

They have to be serviced every day – once a day. There are times that you've got to go back and clean them. The 400 was just a general minimum. With buses, tours, festivals – seasonal change and demand. As needed, sun up to sun down.

Is the contractor responsible for the paper products in the two public restrooms facilities? If so, any specifications?

The contractor will provide everything needed to maintain and keep safe the entire Core Commercial Area. Toilet Paper should be 2 ply toilet paper.

On page six it states a 5% bid bond is required or a letter of bonding capacity is acceptable. On page fourteen, it states that a 5% bid bond is required and omits the letter of bonding capacity. Which is correct?

Page six is correct – a 5% bid bond is required or a letter of bonding capacity is acceptable.

Is Cannon Park no longer apart of the Core Commercial District?

Correct, which means the Red light flower bed is also no longer a part of the Core Commercial District because it is in Cannon Park.

Out of the possible 100 points to be scored on the RFP, what is the minimum number of points required to be considered a responsive and responsible bid?

There are no minimum points required to be considered a responsive and responsible bid. The criteria for both Lowest Responsible Bidder is contained in the RFP along with the criterial for evaluation.

Are the current landscape and maintenance service contracts and all addendums available to be viewed?

Yes, the contract for the current landscape and maintenance services and all addendums along with the RFP for those services that was issued in 2009 are available for review in the City Hall. Please contact the Procurement Administrator at MAhern@cityofbeaufort.org or 843-525-7071 to schedule a time to review these documents.

Below you will find a map of the Core Commercial District.

