



**City of Stockbridge Purchasing Division**

City of Stockbridge City Hall  
4640 North Henry Boulevard  
Stockbridge, Ga 30281

ADDENDUM NO. 5

Solicitation No.: Request For Proposal (RFP) No. 2020-00013

Solicitation Title: Landscape Maintenance Services

**ATTENTION ALL POTENTIAL BIDDERS:**

- MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.**  
This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.
- Return Addendum with Bid Submittal. Failure to do so may subject the Bidder to disqualification.
- Return Completed Revised Bid Pricing Sheets with Bid Submittal.

**TO ALL PROSPECTIVE BIDDERS, PLEASE NOTE THE FOLLOWING CHANGES AND CLARIFICATIONS:**

Words in ~~strikethrough~~ type are deletions from existing text. Words in **bold, underlined** type are additions to existing text.

1. The RFP Due Date has changed. The RFP Due Date is 12:00 noon EDT on **Wednesday 13<sup>th</sup>, 2020 (12 NOON, EDT)**.
2. The deadline for questions has changed. The deadline for questions is **Friday, April 17, 2020 (12 Noon) EDT**.

**ADDITIONS / CLARIFICATIONS / CORRECTIONS**

Q1. Does the city have any open records from the previous vendor?

A1. All Open Records request should be submitted to the City's Clerk Office.

<https://www.cityofstockbridge.com/pview.aspx?id=4536&catid=72>

Q2. Do you anticipate extending the bid due date?

A2. Yes. The RFP Due Date has changed. The RFP Due Date is **Wednesday, May 13th, 2020 (12 NOON, EDT)**.

Q3. What additional details are you willing to provide, if any, beyond what is stated in bid Documents concerning how you will identify the winning bid?

A3. Please see the RFP solicitation, scope of services and the specifications. All proposals will be evaluated using the Evaluation Criteria and the detailed scope of services in Exhibit I, and requirements throughout this RFP.

Q4. Was this bid posted to the nationwide free bid notification website at [www.mygovwatch.com](http://www.mygovwatch.com)

A4. No. the RFP is posted on the "Georgia Procurement Registry" [https://ssl.doas.state.ga.us/PRSapp/PR\\_index.jsp](https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp) State of Georgia Procurement Registry and the City of Stockbridge Website, <http://www.cityofstockbridge.com/default.aspx> under "Bid Solicitations"

Q5. Is a bid bond required upon submittal of the bid? If so, what is the %?

A5. Please see the RFP. No Bid Bond is required.

Q6. There are maps/pictures for all the sites except the following:

- Municipal Park
- East Atlanta Road Streetscape
- Floyd Chapel Historical Marker
- Green Front Café

Can we also be supplied with these as well?

A6. Please see the attached maps/pictures.

Q7. There are maps/pictures for all of the sites except the following:

- Municipal Park
- East Atlanta Road Streetscape
- Floyd Chapel Historical Marker
- Green Front Café

Can we also be supplied with these as well?

A7. Please see attached maps/pictures for all of the sites.

Q8. Will a bid/performance/payment bond be required?

A8. No. Please see response to question 4.

Q9. With the COVID-19, will the due date still remain as is or will it get rescheduled?

A9. The due date has changed. The Bid due date is **Wednesday 13<sup>th</sup>, 2020 (12 NOON, EDT).**

Q10. Is the Police Station to be a part of this bid?

A10 .The Police Station is not a part of the bid, only the Park.

Q11. The Historical Markers at The Green Café and the Church. Are we to only maintain around the markers themselves or are we to account to maintain all around the Church and the Café?

A11. The area around the markers themselves is to be maintained only.

Q12. Who currently services these accounts and how much are you'll paying per month currently for these services?

A12. High Groves maintains these facilities. The cost varies depending on the service.

Q13. Page 103 of the RFP (Reference Verification Form) – Are we to fill this out and put in our proposal or is this form for you all to use and fill out as you are calling our contacts?

A13. Please complete the verification form and provide the required references.

Q14. We are interested in the Lawn Maintenance service, for the City of Stockbridge Ga.  
Is there a bid packet, you could provide me with?

A14. The solicitation can be located on the City's website is located at  
<https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website  
[https://ssl.doas.state.ga.us/PRSapp/PR\\_index.jsp](https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp)



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Q15. I hope you are doing well in these crazy times. I have a quick question for you regarding 2020-00013. What was the total amount of the winning bid for this previous IFB/contract?

Q15. The current agreement was not resulted from a competitive solicitation.

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City’s website in order to obtain complete and timely information. The City’s website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website [https://ssl.doas.state.ga.us/PRSapp/PR\\_index.jsp](https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp) All other terms, conditions, and specifications of the solicitation remain unchanged.

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Name of Company / Firm / Organization

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Printed Name of Authorized Rep. / Title

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Signature of Authorized Representative / Date