

PCB24-12 ITB LANDSCAPING MAINTENANCE SERVICES  
CITY MAIN CAMPUS FY2024



CITY OF PANAMA CITY BEACH

January 9, 2024

**ADDENDUM NO. 1**

**PCB24-12 ITB  
LANDSCAPING MAINTENANCE SERVICES CITY MAIN CAMPUS**

**Questions:**

1. Please provide the previous bid tabulation.  
**A. Please see the attached bid tabulation from the FY2020 bid.**
2. Does pruning include palm trees?  
**A. Yes.**
3. Where do you put cost of pine straw installation?  
**A. An additional line has been added to the Bid Proposal Form for Weeding and Mulching.**
4. Do we turn in receipt for reimbursement on pine straw or do we include cost of pine straw with installation cost?  
**A. The cost for the pine straw is to be included with the installation cost.**
5. Are there any times that are prohibited to work?  
**A. During the Second and Fourth Thursdays of the Month (City Council Meeting Dates). If there are any special events to be held on the City's Main Campus a Staff Member will coordinate this with the Landscaping Manager in advance in a timely manner. Reuse Irrigation is not to be run or tested during business hours.**
6. There are no individual line-item prices listed on the bid proposal form for the following scopes of work: **Weeding & Mulching, Irrigation, pH adjustment, Staking, Disposal.** Consider revising the bid proposal to include line-item prices for these services, or please direct us to which line item service these services need to fall under.  
**A. An additional line has been added for both "Weeding and Mulching" as well as "Irrigation." Other line items will not be included for services typically provided by a landscape contractor as required in the scope of work/specifications. It is the**

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Submitter's responsibility to build into the provided line items what is necessary to fulfill the terms of the Scope of Work / Specifications.

7. pH adjustments – Will lime and sulfur applications be charged additionally on an as needed basis? Without knowing current pH levels, we cannot accurately bid labor, equipment, and materials to apply products to either lower or raise the current pH.
  - A. Since pH determines a plant's ability to uptake nutrients it is to be considered as part of the fertilization material and labor cost. This has never been a problem in previous landscape contracts. It is assumed that noninvasive testing and inspections can typically be performed during the Submitter's site visit.
8. Is the contractor responsible for the soil testing required to determine pH levels? If so, how many per year are required?
  - A. Yes. The City will rely on the awarded contractor's expertise to determine the frequency of testing needed to help maintain proper plant health.
9. Will escalations in contract pricing be allowed at the commencement of each year, or does pricing need to remain flat for the initial contract term? Would pricing increases be allowed for the additional one-year terms outside of the initial two-year term.
  - A. Please refer to the agreement, section 5 – PRICE ADJUSTMENTS.
10. Do any currently planted trees require staking to be installed?
  - A. Not that we are aware of.
11. Do any currently planted trees require stakes to be removed?
  - A. Not that we are aware of. Though the two fire stations will have tree stakes that must be removed at appropriate times after the completion of construction and maintenance is turned over to the contractor who wins the award of this contract.
12. Bedding Plants Labor – is this price for additional hand weeding of bed areas, or for installing new plants into existing bed areas?
  - A. This is for installing new plants into existing beds.
13. Should the Rye overseeding price include labor and equipment or should it only include the material cost?
  - A. The price should be all-inclusive, labor and materials.
14. For the sake of submittal, do we only need to initial each page on the Contractor line for the Insurance Requirements, or do we need to fill in the boxes for Commercial General Liability, and Worker's Compensation? (Last two pages of insurance specifications.)
  - A. Submitter can either initial the top of each page of the insurance requirements acknowledging their understanding of the requirements or a certificate of insurance meeting the requirements with the City of Panama City Beach as a named additional insured can be provided.

**LANDSCAPE MAINTENANCE SERVICES - CITY MAIN CAMPUS FY2020  
 BID TABULATION  
 January 2, 2020 - 1:00 PM**

BIDDER	ADDRESS	Bid Bond	Public Entity Crimes	Drug Free	Insurance	Add #1	LUMP SUM TOTAL
Rotolo Consultants, Inc.	104 Estes Place Panama City Beach, FL. 32413	X	X	X	X	X	\$40,707.80
Grass Cutters Lawn & Landscaping	7520 Nautical Ct. Panama City, FL. 32409	X	X	X	X	X	\$56,400.00

X -Means that mandatory Items were included in Bid submittals