



**CITY OF ROUND ROCK  
IFB NO. 17-012  
GROUNDS MAINTENANCE SERVICES**

**IFB No. 17-012**

**Addendum No. 1**

**Date: Wednesday, May 10, 2017**

This Addendum No. 1, dated May 10, 2017, is being issued in reference to all questions submitted by the deadline on Monday, May 08, 2017, for IFB No. 17-012 on Grounds Maintenance Services as outlined below:

Question No. 1: What is the anticipated start date of the contract?

Answer: The anticipated start date for the grounds maintenance contract is July 22, 2017.

Question No. 2: How are quadrants divided?

Answer: The quadrants are divided beginning at IH35 and Hwy 79 (Sam Bass Rd.), which would be the start of the Northeast Quadrant.1.

Question No. 3: I wanted to know if I didn't attend the pre-bid meeting/conference am I still able to bid on it?

Answer: Yes. Attendance at the pre-bid conference was recommended but not mandatory.

Question No. 4: Will I still have to register as a vender to bid on as well?

Answer: If you plan on submitting a bid, the City recommends that you register with the City's Vendor Database at: <http://roundrock.munisselfservice.com/Vendors/default.aspx>

Question No. 5: I unexpectedly missed the pre-bid conference. Will the City be having another meeting?

Answer: No.

Question No. 6: If I missed the pre-bid conference, is there an opportunity to meet and be brought up to speed?

Answer: The City will not be scheduling any additional meetings. Please refer to the City website for posting of addendum(s) regarding answers to all questions submitted by the deadline of Monday, May 8, 2017, @ 5:00 p.m. at: <https://www.roundrocktexas.gov/departments/purchasing/purchasing-active-solicitations/>

Question No. 7: In reference to the IFB document, Part III, Section 6. AWARD, on page 16 of 31, the paragraph states the City can either award it all to a single company or split up the awards, but it doesn't indicate if we must bid all quadrants. Can we bid individual quadrants or is it an all or nothing contract?

Answer: It is the City's intent to award a contract for grounds maintenance services to the lowest responsible and responsive single bidder that has completed all bid line items and can service all quadrants per the specifications.

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(CONTINUED)**

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Question No. 8: The bid calls for a cycle to be every 14 days but I haven't found anywhere that indicates the months these cycles are to take place, so I'm assuming the City is looking for every other week every month. The bid calls for 24 cycles, but the issue is that 24 cycles will not get you every 14 days for an entire year, it'll take 26 cycles (14 days = 2 weeks /52 weeks – 26 cycles) to accomplish that. At 24 cycles, you will run out of trips before December, therefore the City would have to skip two weeks of mowing services

Does the City require grounds maintenance services based on 26 cycles or is 24 cycles as specified in the IFB document correct?

Answer: The City anticipates that there will be periods that the City may not need cycles performed as frequently either in a drought period or during the winter weather months. The question also states the City would run out of trips in December, which is not correct as this contract will not coincide with a calendar year. Therefore, for the purposes of this IFB for grounds maintenance services, the specification of 24 cycles stands as stated in the IFB document. Please be advised that in accordance with Part II, Section 5.5 states, the city reserves the right to modify the maintenance cycles at any time.

Question No. 9: Attachment B does not show pictures for the transportation areas. It's only showing pictures of the parks and recreations sites. Does the City have pictures of the sites for the transportation areas?

Answer: The City does not have pictures of the transportation sites. The streets listed have "to and from" points and all the right of way in these areas would be maintained except for those areas that are maintained by residents, HOA's or private companies.

Question No. 10: What is the difference between quadrant 1,2,3,4 I'm having a little trouble understanding what that means?

Answer: The city is divided into 4 quadrants using IH35 and HWY 79 as its intersecting points. Starting North of 79 and east of IH35 is quadrant 1 going in a clockwise motion.

Approved by: Michael Schurwon

Date: 05-10-17

Michael Schurwon, CTPM, CPPB  
Purchaser

By the signatures affixed below this addendum is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED:

\_\_\_\_\_  
Vendor

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**RETURN ONE COPY SIGNED COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY AUTOMATICALLY DISQUALIFY YOUR RESPONSE FROM CONSIDERATION FOR AWARD.**