



## SOLICITATION ADDENDUM

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**CITY OF PHOENIX**  
**Water Services Department**  
**200 W. Washington Street**  
**9th Floor**  
**Phoenix, AZ 85003**

Solicitation Number: IFB2425-WAD-648  
Addendum # 2

Solicitation Due Date: 08/30/2024, 2:00 p.m., Phoenix Local Time

### Landscaping Maintenance

- I. This addendum incorporates the following changes into the subject solicitation:
  1. The Solicitation Number is IFB2425-WAD-643 is replaced with IFB2425-WAD-648 Rev.1 – 08.23.24. Changes are identified throughout the revised solicitation document with the red font.
  2. Solicitation IFB2425-WAS-643 Attachment F – Bid Proposal Rev. 1 08.07.24 with IFB2425-WAD-648 Attachment F – Bid Proposal Rev. 2 08.23.24.
- II. This addendum answers the following questions, which the City of Phoenix received (before, during or after) the subject solicitation’s pre-proposal conference:
  1. **Question:** Please let me know how I can obtain copies of the current contract for this solicitation to include scope of work, sites included and pricing.  
**Answer:** Please refer to <https://apps-secure.phoenix.gov/PublicRecordsSearch> to view Public Contracts.
  2. **Question:** We are looking to bid the landscape maintenance on these properties. How do we get a copy of the current contract prices?  
**Answer:** Please refer to <https://apps-secure.phoenix.gov/PublicRecordsSearch> to view Public Contracts.
  3. **Question:** I need your help am trying to submit a bid to you request. Can i please get more information on how a bid looks like for this Specific request. Can you send me a sample. Thanks in advance  
**Answer:** Refer to Solicitation IFB2425-WAD-648 Rev.1 – 08.23.24, Section 2 - Instructions, Paragraphs 2.3 Preparation of Offeror and 2.12 Submission of Offer. Additionally, refer to Section 8 - Submittals.
  4. **Question:** After reviewing the RFQ and visiting the sites, we have the following questions. 23rd Ave WWTP states “Bi-weekly” frequency. Does this mean twice a week or every other week?  
**Answer:** Refer to IFB2425-WAD-648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.2 Definitions/Acronyms.
  5. **Question:** Beautification group states “Bi-weekly” frequency. Does this mean twice a week or every other week?  
**Answer:** Refer to Solicitation IFB2425-WAD-648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.2 Definitions/Acronyms.
  6. **Question:** Beautification group- Is there specific scope items just for these sites? Previous scope from Art and Culture had cost of maintaining Art in the scope. Is this no longer part of the scope?  
**Answer:** Refer to Solicitation IFB2425-WAD-648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.2 Definitions/Acronyms.
  7. **Question:** It appears we are to submit prices on Attachment F (Excel Spread Sheet) correct.

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**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Attachment F – Bid Proposal Rev. 2 08.23.24.

8. **Question:** We do not have to bid all groups correct. (Example we can bid Group 6 & not group 7)

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Attachment F – Bid Proposal Rev. 2 08.23.24, Instructions Tab.

9. **Question:** The large empty lots will require Pre-Emergent Herbicide that's not in this contract ( is this allowed ? )

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.4, Subsection (K)(1).

10. **Question:** Additionally can we disc in the weeds if needed in stead of removing off site?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Exhibit 1 Service Compliance Standards, Paragraph 2.11 Trashcans, Weeds and Debris Removal Requirements.

11. **Question:** Can you share where we can find the current contract for pricing?

**Answer:** Please refer to <https://apps-secure.phoenix.gov/PublicRecordsSearch> to view Public Contracts.

12. **Question:** Section 3.4 A Page 19 A. Are the valves included in the routine service fees?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24 Section 3 - Scope of Work, Paragraph 3.3(D).

13. **Question:** Section 3.4 A Page 19 B. Are the timers included in the routine service fees?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24 Section 3 - Scope of Work, Paragraph 3.3(D).

14. **Question:** Section 3.5 A Page 21

- A. will this tour be scheduled by the city of Phoenix?
- B. If yes will we receive an email with times & Date?
- C If no do we schedule it ourselves?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24 Section 3 - Scope of Work, Paragraph 3.5 Initial Site Inspection and Acceptance of Work.

15. **Question:** Section 3.8 F page 23

- A. Personnel Training OSHA will this be scheduled by the city?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24 Section 3 - Scope of Work, Paragraph F - Personnel Training which states all contractor employees who will work at that site must attend site-specific training provided by City personnel. The training will provide the contract employees instruction and direction for appropriate actions in the event of chlorine or sulfur dioxide alarms or other emergencies. This training is mandatory to be in compliance with OSHA 1910.120 regulation.



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16. **Question:** Section 3.15 B3 page 26

A. Would the background check need to be done by September?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24 Section 2 - Instructions, Paragraph 2.1 and Addendum #2 (two) which indicates the Contract term will commence on or about December 1, 2024. Additionally, refer to Section 3.0 - Scope of Work, Paragraph 3.15(B)(3) which indicates Contractor personnel must undergo a background check through the city approved vendor before they may begin work under this contract.

17. **Question:** For Subcontractors, would you need all the information now?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Attachment A, Conflict of Interest and Transparency Form question #5.

18. **Question:** For the subcontractors would you need all the information after contact has been awarded?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Section 8 Submittals, Paragraph 4.4 Pre-Award Qualifications, Subsection D that indicates the Bidder is proposing a subcontractor to meet the positions listed in the pre-award qualifications then the Bidder must provide the proposed subcontractor information in the bid submittal to be considered responsive to the pre-award qualifications. Additionally refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24 Attachment A, Conflict of Interest and Transparency Form question #5 and Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24 Section 3 – Scope of Work Paragraph 3.8 - personnel Requirements (E)(1) which states that if Contractor wishes to utilize subcontractor for performance of the work in addition to those listed in the Contractor's original offer, the Contractor shall submit a list to the City Representatives to obtain prior approval.

19. **Question:** Does the bid include the maintenance of parking lots?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.3 Routine Services Responsibility, referred to as Site Visit, Subgraphs J and M. and to refer to Solicitation IFB2425-WAD-648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.2 Definitions/Acronyms, Hardscapes.

20. **Question:** Are we responsible for weeds in the parking lot?


**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.3 Routine Services Responsibility, referred to as Site Visit, Subgraphs J and M.

21. **Question:** Are no Bloweres allowed for all the properties?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Section 3 - Scope of Work, Paragraph 3.12(D) which states that the guidelines of Maricopa County Air Pollution Control Regulations (Regulation III - Control of Air Contaminants) - Rule 310 Fugitive Dust from Dust Generating Operations must be considered when using power blowers.

22. **Question:** no blowers only near water?

**Answer:** Refer to Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24, Section 3 - Scope of Work, Paragraph 3.12(D) which states that blowers shall not be used around open water sources.

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23. **Question:** near open water how close to the water would you want it to be weed free?

**Answer:** This information is site specific and will need to be discussed during the initial site visit.

24. **Question:** During our Prebid it was stated that the IFB Number was not correct.

**Answer:** Refer to the revised version of Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24.

25. **Question:** I believe it should be IFB2425-WAD-648, if so will there be addendum?  
 A lot of our submittals show the earlier number and I need to now if we need to adjust our submittal.

**Answer:** Refer to the revised version of Solicitation IFB2425-WAD 648 Rev.1 – 08.23.24.

All other terms and conditions remain unchanged.

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**Offeror is required to sign and return addendum with their offer.**

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

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