



## 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 # 3

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. Add to Section 3.3, Routine Services, paragraph A, Pictures:
    2. The pictures are to demonstrate the services that are necessary at a specific site therefore the before pictures should be sufficient in quantity to demonstrate what services are necessary. The pictures after the services are performed should be sufficient in quantity to demonstrate that the site is in alignment with the requirements in the solicitation. The number of pictures necessary to demonstrate compliance with the scope of work will vary by the site based on the size of the site.
  2. Add to Section 3.3, Routine Services, Paragraph G, Maintain and/or inspect Hardscape to ensure:
    3. If site has a Parking lot, it shall be maintained. The Contractor shall clear the area of debris and weeds at competition of site visit.
- 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:** How many pictures are expected at the beginning of each site visit?  
**Answer:** Refer to Solicitation Addendum three, item 1.
  2. **Question:** In the past it was expected that service reports would be left at the job site after each service visit. If not, should they be emailed directly to the inspector within 24 hours or is it sufficient to just provide with invoicing?  
**Answer:** Refer to IFB2425-WAD-648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.10, Service Reports
  3. **Question:** How long does it take to process employees for badges?  
**Answer:** The background investigation depends on the individual that they are investigating. Various factors affect the length of time that it takes which the background takes to complete. As an example, one individual might take a week where as another person may take over 30 days.
  4. **Question:** Can you provide a Scope of Work specific to large, perimeter Oleander hedges around some of the sites?  
**Answer:** This is site specific and should be discussed during the initial site visit,
  5. **Question:** Also, can you provide clarification as to which sites specifically there is outside perimeter areas?  
**Answer:** This is site specific and should be discussed during the initial site visit.
  6. **Question:** Question: Per item 2.7. Wood Perennials Pruning, Item 2.7.6. When trimming or vegetation control is required on the outside of the perimeter fence lines around a site and the area is located on private property, what is the procedure for performing this work? For example: who will be responsible for locating the owner, contacting the owner, obtaining permission for entry, scheduling, liability, special access requirements, etc.?  
**Answer:** This is site specific and should be discussed during the initial site visit.



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7. **Question:** It appears we Is reporting to the City of Phoenix within 24 hours required as part of specification K - Application of herbicides, and spray pesticides, insecticides when necessary? If so, will a point of contact be established to receive daily reports. Also, upon submission of reports will a receipt of acknowledgment be returned to the contractor.

**Answer:** Refer to IFB2425-WAD-648 Rev.1 – 08.23.24, Section 3 – Scope of Work, Paragraph 3.11, Deliverables For Invoices.

8. **Question:** Can the city provide additional specifications on routine maintenance and upkeep of the oleander hedges and alley ways surrounding 52<sup>nd</sup> Remote Facilities? Specifically, the oleander hedge on the far north & east interior fence line and far west side exterior fence line.

- From my observation, the far east interior fence line has not been maintained in years and has been kept natural & wild.?
- West exterior Fence oleander hedge: No topping?
- How much of the alley way will be factored into this contract, 10 ft from the city fence line or the entire alley way?

**Answer:** This is site specific and should be discussed during the initial site visit.

9. **Question:** Complete parking lot sweeping does not appear to be included in the contract, however, is it expected that all parking lot areas adjacent to planter areas be kept clean and free of debris and that this is the expectation from the successful contractor?

**Answer:** Refer to Solicitation Addendum three, item 2.

All other terms and conditions remain unchanged.

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

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

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

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

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