

## ADDENDUM # 4

(please sign and return with the submittal)

### QUESTIONS AND ANSWERS:

Note: Spelling, grammar, and punctuation of the questions are shown exactly as submitted by the potential respondents.

No.	Question	Answer
1.	Based on previous City experience with work in the areas of the contract, are lane closers or bike lane closers required for performing landscape maintenance work in any of the areas? If so, where?	Lane closures and bike lane closures are primarily dependent on the length of time that the Contractor's crews and/or vehicles are blocking traffic, not on location. Closures occur more frequently during landscaping installation projects rather than Routine Services.
2.	Regarding working in the emergency lane along the freeway slopes (defined as "Shoulder") within the City Limits. In the City of Phoenix Traffic Barricade Manual, Page 15 it states: "along frontage roads and at or near freeway traffic interchanges, a TCP should be prepared for traffic restrictions on those facilities. A permit from the Arizona Department of Transportation is typically required." In numerous places in the manual, it is at the City's discretion as to what will be required. 1) Will a City TRACS permit be required for work along ADOT ROW in the right safety lane? 2) Will a TCP (Traffic Control Plan) be required for every TRACS permit in these areas? 3) Will an ADOT permit be required for us to work in these areas?	The City of Phoenix requires its Contractors to comply with the current City of Phoenix Street Transportation Traffic Barricade Manual for Traffic (available at <a href="#">Phoenix Street Transportation Department - Traffic Management</a> ). If there are any questions, decisions will be made by the Contract Representative as to whether a lane closure is warranted or not.
3.	In the City of Phoenix Traffic Barricade Manual, Page 107 it states: "the public must be notified before beginning work, as determined by ROW Management staff", when a TRACS permit is required, what method of public notice is required per the stipulation "as determined by ROW management staff"?	The City of Phoenix requires its Contractors to comply with the current City of Phoenix Street Transportation Traffic Barricade Manual for Traffic (available at <a href="#">Phoenix Street Transportation Department - Traffic Management</a> ). If the closure will last multiple days, then signage will be posted ahead of the closure. Any questions or ambiguity will be resolved by the Contract Representative.
4.	Because an ADOT traffic control permit was cited in the City Traffic Control Manual when speeds exceed 40mph	Please reference Section 6, Special Terms and Conditions, Subsection 54, Equipment / Safety, which states, "The safety of the



	along ADOT right-of-way slopes, will Changeable Message Signs and/or a Truck Mounted Attenuators be required to safely perform this work?	<p><u>Contractor's employees and the public is of prime concern to the City</u> and the Contractor must take all necessary steps to assure proper safety during the performance of the Contractor." As such, precautions such as Changeable Message Signs and/or a Truck Mounted Attenuators are highly recommended.</p> <p>Please consult the current City of Phoenix Street Transportation Traffic Barricade Manual for Traffic (available at <u>Phoenix Street Transportation Department - Traffic Management</u>) for more details.</p>
5.	The ADOT traffic control manual (mentioned as incorporated into work on ADOT ROW per the City of Phoenix Traffic Barricade Manual) indicates permits SA-14, SA-15, SA-16 & SA-17 as they pertain to "Shoulder Closures". Will contractors be required to have any of these permits to work along the shoulders along the freeway slopes in the ADOT ROW?	This contract is for the City of Phoenix and covers routine, non-routine, and emergency landscape maintenance services for the City of Phoenix and Arizona Department of Transportation (ADOT) street right-of-way, the areas typically adjacent to the freeways. It does not cover the freeways.
6.	To clarify the traffic control requirements, if a sidewalk, bike lane or vehicle lane needs to be closed that either crosses or comes within 300' of an intersection, will the cost of a police officer as required in the TRACS permit be between \$150 to \$300 per hour depending on the circumstances?	The City of Phoenix requires its Contractors to comply with the current City of Phoenix Street Transportation Traffic Barricade Manual for Traffic (available at <u>Phoenix Street Transportation Department - Traffic Management</u> ). Serious closures should not be necessary for most Routine Services. Closures may be necessary for Non-Routine Services such as larger landscape installation or refurbishment projects. Such Non-Routine Services will be at the direction of the Contract Representative.
7.	Please clarify the tree trimming height pruning requirement by the contractor that fall under routine work.	<p>Please see Change 1 Listed on Addendum # 2.</p> <p>"Routine Tree Maintenance: Routine Tree Maintenance shall follow ANSI 300 Pruning Standards and ISA practices. Tree maintenance up to fifteen feet (15') from the ground shall be considered routine work, with all required labor at no additional cost to the City. The crowns of the tree are to be maintained at a minimum of ten feet (10') over sidewalks and pedestrian paths, and a minimum of thirteen feet (13') over roads, parking lots and driveways."</p>



8.	Please clarify the contractor's responsibility in regards to over-head wire tree pruning. This task is not usually listed under landscape maintenance contracts and requires special trained/ certified personnel.	Tree trimming for power line clearance is classified as a Non-Routine Service and only initiated at the direction of the Contract Representative.
9.	Regarding palm tree pruning, is the contractor required to trim palm trees as part of routine work? If so, do you have a palm tree count by section?	Please see Change 1 Listed on Addendum # 2. "Routine Tree Maintenance: Routine Tree Maintenance shall follow ANSI 300 Pruning Standards and ISA practices. Tree maintenance up to fifteen feet (15') from the ground shall be considered routine work, with all required labor at no additional cost to the City. The crowns of the tree are to be maintained at a minimum of ten feet (10') over sidewalks and pedestrian paths, and a minimum of thirteen feet (13') over roads, parking lots and driveways." Currently, the City of Phoenix does not have a "palm tree" count by location.
10.	The contract specifies pre-emergent applications will be applied. Will 2 applications be required? The contract calls for 6–8-month control applications.	Please reference Section 3, Scope of Work, Subsection 19, Use Of Chemicals, Paragraph N, Herbicides, Item 4, Subitem c, which states, "Apply pre-emergent herbicides per the approved Service schedule (See Subsection 3.10., SCHEDULES)." Under Section 3, Scope of Work, Subsection 10, Schedules, Item C, Specialized Maintenance / Repairs, Number 3, "Chemical pest/weed control" is listed as Specialized Maintenance and as such is a Non-Routine Service and only initiated at the direction of the Contract Representative.
11.	Please confirm if irrigation inspections, maintenance, and repairs will take place at the same frequency of maintenance, which is monthly for most areas.	Inspection of irrigation system operation and damaged irrigation are both listed under Section 3, Scope of Work, Subsection 14, Routine Services, Paragraph B, Landscape Maintenance Services Required, Item 3, subitem a, Inspection. As examples of Routine Services these inspections will take place according to the Routine Service schedule, "mutually agreed upon by Contract Representative and Contractor" (please reference 3.10.A, on page 26). With regard to repair, "Maintenance and repair irrigation

		systems downstream from solenoid valves shall be Contractor's responsibility and included in regular services fees. Refurbishment of derelict or neglected systems, and other repairs will be allowed as Non-Routine services upon approval by the City." (Please reference 3.20.C, on page 48)
12.	Page 32 states that de-thatch turf areas are non-routine however page 49 section 3.21 fertilization states that contractor will apply fertilizer and de-thatch grass areas. Please clarify requirements for these tasks.	"De-thatching and over-seeding is considered a Non-Routine Service" (please reference 3.14.B.3.h.iii.I, on page 32). Fertilizing, when requested by Contract Representative, is a Routine Service (please reference 3.14.B.3.o, on page 34). The process of de-thatching is what changes a Routine Service into a Non-Routine Service. Non-routine services are only initiated at the direction of the Contract Representative.
13.	Who is responsible for purchasing fertilizer, chemicals, etc.?	Contractor shall supply and maintain during the entire period of this contract all required labor, supplies, parts, chemicals, vehicles, tools, equipment, materials, transportation, incidentals, and disposal necessary and sufficient in quantity, operational condition, and capacity to provide landscape maintenance, weed control services, irrigation management, and repair services, as well as other specified services, in accordance with the terms, conditions and requirements contained in this contract. (please reference 3.2. on page 17). If needed the Contractor shall purchase any additional resources solely at the direction of the Contract Representative.
14.	Will one contractor be awarded all streets/ROW zones or will they be awarded individually?	Please reference Section 2, Instructions, Subsection 25, Contract Award, which states, "The City reserves the right to award a contract by individual line items, by group, all or none, or any other combination most advantageous to the City. The City reserves the right to award multiple contracts."
15.	After reviewing the maps, I would like to know if the City could provide a better written description of the sites such as freeways, streets/ROW, multi-use paths, etc.	The locations associated with this solicitation are available at <a href="https://phoenix.maps.arcgis.com/apps/webappviewer/index.html?id=9c00bb42bbe34c9a8cd4514b73f62c71">https://phoenix.maps.arcgis.com/apps/webappviewer/index.html?id=9c00bb42bbe34c9a8cd4514b73f62c71</a> .

		Please be advised that this site is still in the process of being updated.
16.	Personnel required experience and qualifications state that Field Supervisors/Account Managers and Superintendent need to be certified in structural pest control. Can these certifications be held by other qualified personnel? Most managers are not certified.	Yes, other qualified personnel may hold certifications in structural pest control and still meet this requirement. However, all such qualified certified personnel must be clearly identified in any proposal.
17.	Will each section of the contract be awarded for a one year period and serviced based on specified frequencies listed? Will an initial clean-up be performed to such sites and paid extra if needed prior to commencing routine maintenance?	Please reference Section 2, Instructions, Subsection 1, Description – Statement of Need, which states, “The City of Phoenix invites sealed offers for street right-of-way landscape maintenance services for a five-year contract”. The City of Phoenix will handle any areas that are initially deemed “not up to specifications” by the Contract Representative on a case-by-case basis. The Contractor will need to consult with the Contract Representative for direction.
18.	The mowing contract states height requirements but not frequencies. Will turf areas be mowed weekly during growing season?	The Contractor shall observe the grass height guidelines specified in 3.14.B.3.h.ii, on page 31 and adjust their mowing frequencies, as applicable, to meet this requirement.
19.	Will all irrigation systems be fully functional when the contract is awarded or will the initial repairs needed be paid extra?	The City of Phoenix will handle any areas that are deemed “not up to specifications” by the Contract Representative on a case-by-case basis. The Contractor will need to consult with the Contract Representative for direction.
20.	Would you consider extending the due date? As contractors, we need answers to these questions to begin our site inspections and it is a very large contract.	Please see Change 9 listed below. Change 9 – Section 1, Introduction, Subsection 1.4, Timeline – Schedule of Events is amended. the Offer Due Date is extended to Friday, March 14, 2025, at 2:00. All times are Phoenix local time.

## CHANGES

Change 9 – Section 1, Introduction, Subsection 1.4, Timeline – Schedule of Events is amended. the Offer Due Date is extended to Friday, March 14, 2025, at 2:00. All times are Phoenix local time.

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by signing below and returning the entire addendum with the bid or proposal submittal.

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

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

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

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