



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE

Purchasing Department

100 N. Broadway, Suite 610 ~ Wichita, KS 67202

Phone: 316 660-7255 Fax: 316 660-1839

<http://sedgwickcounty.org/finance/purchasing.asp>

ADDENDUM #1
RFB #24-0040
GROUNDSKEEPING / LANDSCAPING

June 24, 2024

The following is to ensure that vendors have complete information prior to submitting a *bid*. Here are some clarifications regarding the proposal for *Groundskeeping/Landscaping for Facilities Maintenance*).

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

1. **Under Section 3 Scope of Work it says "Mowing: once per week". Can you please define the number of weeks? Is it weekly from March through October, or is it 52 weeks per year? The same for "Leaves: once per week". Is this every week from November through March?**

We would like one (1) initial spring mowing in March. Mowing should occur weekly starting the first week of April and continue through October. Final cleanup mowing to occur once in November.

2. **Under Section 3 Flower Bed Care can you specify the number of weeks to weed and remove weeds as necessary? Can you also define "flowers"? I take flowers to mean something that is an annual and has to be replanted every year.**

Initial spring clean-up to occur once in March. Cleaning of beds should be weekly with weeding to occur bi-weekly starting the first week of April and continue through October. Final clean-up to occur once in November. We do not have annual flowers planted in the beds. These are landscape beds.

3. **I believe 1015 S. Minnesota is the same as 1900 E. Morris. Please confirm.**

It is the same area. Our address is 1900 E. Morris, which is the Juvenile Courthouse.

4. **These properties are seriously in need of attention. Many things that are specified in this contract are not being done; No weed/fertilizer/crabgrass in turf areas, very minimal shrub trimming, no flower beds weed spraying/maintenance, no weekly edging, some have not been mowed for weeks.**

We are aware of this which is the reason for the RFB. Unfortunate issues with previous contract/vendor is why the RFB is going out this time of year. We have temporary contractors working to assist in cleaning up the facilities along with Facilities Maintenance until a new contract is in place.

5. **My question is to go with the cheapest bidder and also do they want them to look nice.**

Yes, being local government and funded by taxpayers, we are typically required to go with the low bid unless there are extenuating circumstances. However, we expect the low bid to perform up to the contract.

Firms interested in submitting a *bid*, must respond with complete information and **deliver on or before 1:45 pm CDT, July 2, 2024**. Late *bids* will not be accepted and will not receive consideration for the final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE *BID* RESPONSE PAGE.”

A handwritten signature in blue ink that reads "Tammy Culley". The signature is written in a cursive, flowing style.

Tammy Culley
Purchasing Agent

TC/ch