



## **ADDENDUM #2**

INVITATION TO BID (ITB)

NUMBER 18-113

For

PARKS AND RECREATION MAINTENANCE, REPAIR & JANITORIAL SERVICES

ITB 18-113 DUE:

Date April 23, 2018 @ 2:00 PM. EST.

### **Additional Scope (please include in cost amount):**

The City would like to include the right of way along the Peachtree Road next to the MARTA Wall from the Brookhaven/Chamblee City Limits up to the end of the wall just before reaching the Waffle House Property.

1. The ITB states the City is seeking a Service Provider with 10 years' experience in the areas of Parks Maintenance, Building Maintenance, Athletic Field Maintenance, and Janitorial Services. If a company does not meet this requirement, will their proposal be considered? **That decision will be made by the City's Procurement Manager.**
2. I see the ITB asks for a minimum of 10 employees. How many employees does the current contract call for as full-time employees? **Currently the contract calls for 10 employees plus 1 supervisor.**
3. Is the Janitorial Services piece a part of the current contractor's responsibilities? **The only janitorial that is part of the current contract are the restrooms located in the parks.**
4. It appears that 3 parks have been added to the new scope of work and are not included with the current contractor's duties. These include Perimeter Trail, and Ashford Forest Preserve. Is that accurate? **Ashford Forest Preserve is going to be under construction this summer and Perimeter Trail is just the out trail that is currently part of Murphey Candler Park.**
5. It appears that the scope of services has increased from the current level of service with the City's contractor, yet the minimum number of employees has been reduced? Is that accurate? **I am not aware of any staff reductions.**

6. Who is responsible for paying for the fertilizers and herbicides used on the athletic fields? Who pays for the fertilizers and herbicides used in the parks? Who pays for the pesticides used in the facilities and buildings? **The City would pay for the herbicides and fertilizers for the fields. The city would be responsible for paying for those cost. The City has a contract with a pest control company that sprays the buildings and facilities.**
7. At the pre-bid it was stated that restroom maintenance at the swimming pool facilities was not included. The ITB states that restroom maintenance at the pool facilities at Lynwood Park, Briarwood park, and Murphey Candler Park will be conducted from Memorial Day to Labor Day. Is this accurate? **The restroom maintenance at the pools will be included in the contract.**
8. The Athletic Field Maintenance requirements look very detailed. Does a field specialist have to be on site every day? **The fields will need to be drug on designated days outside of the normal game schedule.**
9. How many work orders are assigned to the current contractor on a monthly basis? **10-15 Monthly**
10. Who pays for the (AVL) tracking devices in each of the trucks? Does the City provide the trucks or will the contractor be required to provide their own vehicles and equipment? **I believe that the contractor would be responsible for providing their own trucks.**
11. Is a skid steer required for use on this project? If so, whose responsibility would it be to pay for this item? It is not required. **It would be nice through to have access to one when needed.**
12. Can you provide a list of attendees at the pre-bid conference? **Yes, please visit our website**
13. What is/was the current contract price? **You will have to fill out an Open Records request for that information.**
14. Will City of Brookhaven or the Contractor provide the paper product supplies? **The City supplies the paper products for the restrooms.**