



818 S. FLORES ST. | SAN ANTONIO, TEXAS 78204 | www.saha.org

Procurement Department

ADDENDUM # 1

To: File 2101-988-36-5096

RFP for: Mowing and Ground Maintenance for Beacon Communities

Note: Date Change from Thursday, February 11th @ 2:00 PM

New Date: Tuesday, February 16th @ 2:00 PM

The following questions are asked:

Question 1: In Section 4 under Specifications - letter E. Will mow, edge and clean up individual tenant yards to include back, front and side yards. In some properties, the only access to those back yards is through the apartment itself. Some of these yards don't have gates to get into the backyards. (Churchill Estates) What happens in this case?

Answer 1: Vendor will have to schedule with property management so that a tech or staff member can open the units and escort them during the service.

Question 2: In Section 4 under Specifications - letter K. Leaves will be picked up and removed once per month in the Spring and Summer, and twice per month in the fall and winter months. It is strongly recommended that the leaves deciduous trees be mulched as it replenishes the lawn with extra nutrients and helps with erosion control.

Answer 2: SAHA's requirement is to have leaves picked as per section 4.

Question 3: In Section D of Fertilization/Pesticide/Herbicide maintenance letter F, please correct the amount of fertilization of trees. Highly recommend trees be fertilized once per year.

Answer 3: Trees are once per year.

Question 4: For Seasonal color - Section three #2 states "Plant installation schedule (to include seasonal color 3 timer per year) and in Section "Fertilization Pesticide/Herbicide maintenance under Letter E -1 states "Seasonal color will be added two times per year to certain common areas of each property to include the entrance, office and pool area. Which amount of color change is the correct one you are requesting?"

Answer 4: It will be 2 times a year.



Question 5: In Section "Winter Rye Grass Installation" - mulching and maintenance - you are requesting scalping of lawn in preparation for application of a triple blended perennial ryegrass application to the turf areas, Who will be watering the area where winter rye grass seed was applied as you need regular watering in order for the seed to germinate?

Answer 5: Property staff will water

Question 6: In Section "Trees" Section #5 Contractor is responsible for trimming dead or dying branches and twigs up to 8' ft in height. In Section #7 it states the same but goes a step higher requesting trimming of trees that interfere with any utility lines, buildings this could be extremely higher than 8' ft. Please clarify?

Answer 6: The vendor will be responsible for all trees up to 8ft only no matter the location of the tree.

Question 7: Under Section 14 "Trees" You are requesting a licensed Arborist to inspect the grass, trees, and ground cover during each visit. Please clarify.

Answer 7: An Arborist will only be needed if we need to diagnose issues of trees, grass, plants, etc. This can be on an as needed basis.

Question 8: We have discovered that additional services, that are added such as color, mulch and weed control, are currently being amortized under the base mowing services. However, they are requesting a per service pricing which allows for services to be cancelled and the amortized amounts for additional services to not be paid.

We suggest that mulch, color and pre-emergent that have been included in base services be changed to line-item pricing, and paid per-performance, or the pricing matrix be an annualized amount to be billed in 12 equal payments. Please Clarify.

Answer 8: We would like to have line item pricing and it would be on an as needed basis per property. See Revised Bid Fee Sheet Attached.

By: Shayne Everett-Endres
Shayne Everett-Endres, Purchasing Agent

Date: February 5, 2021



Exhibit B
Proposal Fee Sheet

1. Proposed Pricing:

A cost of "0" (zero) or N/C will be interpreted by SAHA as a no-charge (free) item and SAHA will not expect to pay for that item. A cost of "no bid" or N/A will be interpreted by SAHA that the proposer does not wish to bid on that item. **(The expected frequency is 24 cuts per year, to equal approx. 2 cuts per month as scheduled by the property manager.)**

Seasonal fee is to be added to the regular service fee only during the month as directed by the scope of work. It is a fully burdened added seasonal service such as color, mulch and weed control. See Scope of Work for full seasonal services which are 1 – 2x per year.

Respondents are responsible to visit all properties prior to bidding.

Property:	Approx # of Acres	Address	Service Fee Per visit	Seasonal Fee	Extended Cost (24 cuts / yr.)
Bella Claire	2.18	2618 Nacogdoches Rd., 78217			
Burning Tree	4.17	14438 Jones Maltzberger Rd.,			
Castle Point	9.90	5320 Blanco Rd., 78216			
Churchill	2.06	14121 Churchill Estates Blvd.			
Claremont	0.20	131 Claremont, 78209			
Converse Ranch I	6.27	8355 Crestway Dr., 78209			
Converse Ranch II	2.98	8355 Crestway Dr., 78209			
Dietrich	0.97	4618 Dietrich Rd., 78219			
Encanta Villa	3.31	5300 Encanta Villa, 78233			
Homestead	10.96	5800 Medina Base Rd., 78242			

Company Name: _____

Property:	Approx # of Acres	Address	Service Fee Per visit	Seasonal Fee	Extended Cost (24 cuts / yr.)
La Providencia	3.48	2525 Castroville Rd., 78237			
Legacy at Crown Meadows	4.68	7700 Ingram Rd., 78251			
Monterrey Park	6.82	6060 W Commerce St., 78237			
Pecan Hill	5.00	1600 Lawndale 78209			
Reagan West	1.00	6503 W Commerce St., 78227			
Rosemont at Highland Park	13.29	1303 Rigsby Ave., 78210			
Sunshine Plaza	3.99	455 E. Sunshine 78228			
Towering Oaks	5.44	7710 Oakdell Way 78240			
Villa de San Alfonso	1.20	2101 Vera Cruz 78207			
Villa de Valencia	5.28	13656 O'Connor Rd., 78233			
Warren House	0.28	401 Warren St., 78212			

Company Name: _____

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2.0 ADDITIONAL UNIT PRICING: Takes effect with release of properties to Contractor. The unit prices will include all costs associated with the requested service, to include but not limited to labor and all materials, including the plants, chemicals, shrubs, trees, etc., required to ensure optimal survival of plants, shrubs, trees, grass, etc. These unit prices are on an as-needed basis per service. The prices are for additional services outside of the routine mowing and ground maintenance services as defined in Attachment A: Scope of Work.

Additional Services	Unit of Measure	Price
1. Installation of additional groundcover beds to include border and top soil, potting soil and mulch, fertilizer and plants. Minimum 3 or 4 inch plant with not more than 18 inch centers.	Sq. ft.	
2. Installation of additional flower beds to include border and top soil, potting soil and mulch, fertilizer and plants. Minimum 3 or 4 inch plant on 12 inch centers.	Sq. ft.	
3. Planting of 1 gallon xeriscape perennials	Each	
4. Planting of 1 gallon xeriscape shrubs	Each	
5. Planting of 3 gallon xeriscape shrubs	Each	
6. Planting of 5 gallon xeriscape shrubs	Each	
7. Planting of 10 gallon xeriscape shrubs	Each	
8. Planting of 3 gallon trees	Each	
9. Planting of 5 gallon trees	Each	
10. Planting of up to 10 gallon trees	Each	
11. Planting of up to 25 gallon trees	Each	
12. Planting of sod-St. Augustine	Sq. ft.	
13. Planting of sod-Bermuda, Princess, Riviera or Black Jack. Must be drought tolerant, vendor must identify variety prior to installation.	Sq. ft.	
14. Plugging of St. Augustine 12 inch centers.	Sq. ft.	
15. Seeding-Bermuda, Princess, Riviera or Black Jack. Must be drought tolerant, vendor must identify variety prior to installation.	Sq. ft.	
16. Installation of Bermuda Hydro-mulch	Sq. ft.	
17. Seeding of Winter Rye	Sq. ft.	
18. Haul-off and legal disposal of regulated materials to include but not limited to tires, televisions, computers, microwaves, etc.	Cu. Yd.	

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19. Haul-off and Legal disposal of Non Hazardous materials to include but not limited to bulk items such as mattresses, furniture, etc.	Cu. Yd.	\$
20. Soil/Earth Removal	Cu. Yd.	\$
21. Install Fill Dirt	Cu. Yd.	\$
22. Application of non-organic fungicide	Sq. Yd.	\$
23. Application of organic fungicide	Sq. Yd.	\$
24. Application of Cedar Mulch	Sq. ft.	\$
25. Install Playground Rubber Mulch (crumb rubber)	Cu. Yd.	\$
26. Install Playground Wood Fiber Mulch	Cu. Yd.	\$
27. Install Top Soil (Sandy loam or equal)	Cu. Yd.	\$
28. Remove weeds from walking trails	Hour	\$
29. Add decomposed granite to walking trails	Cu. Yd.	\$

Company Name: _____

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