



## **ADDENDUM #1**

**To:** All Companies Interested in Submitting a Bid  
**From:** Heather Mell, Purchasing Agent  
**Bid:** 2017-2018 Tree Planting (Bid #PUR0617-258); Dated: June 30, 2017  
**Subject:** Addendum #1 (2 pages)  
**Date:** July 10, 2017

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The following questions and/or clarifications were asked relative to the above-listed Request for Bid. This memo is sent for clarification to all companies to whom the bid was sent.

**Change:** Please refer to the **Revised Attachment C, Bid Submittal Forms**. All tree species we are able to move to Spring 2018 have been adjusted. The SFN Trees stay the same for Fall 2017. All changes are in red.

### **Notes from Pre-Bid Meeting:**

- Fall/Spring Split payments will be made if a vendor is selected for both planting seasons.
- Substitution of 15% of species only.
- Container trees will be allowed but they will need to be squared off before planting and the root flare will still need to be excavated. If utilizing container plants that require staking, Contractor must inform City.
- Contractors shall use the pre-approved substitution list provided in the bid document.
- The following trees listed on the bid submittal form will not be allowed to be substituted: Black Locust 'purple robe', Horsechestnut 'Baumanii', Kentucky Coffee Tree 'espresso', Osage Orange 'white shield'.
- All trees shall be offset from most stumps. Should a Contractor run into a stump, Contractor must notify Todd Fagan, City Arborist with 48 hour's notice to relocate.
- Eastern Cedar Trees in the SW Quadrant for Fall 2017 for located at the Police Shooting Range. There may be slight number of hand plant trees. Contractor will need to coordinate with Todd Fagan, City Arborist ahead of time for access to planting location.
- The majority of transplant trees will be relocated fairly close to the location the trees are currently.
- All trees MUST come from zones 4-5 or lower (colder), no exceptions.

**Question:** Will there be partial payment made after the fall plating is inspected and accepted?

**Answer:** Yes, partial payment will be made if a Contractor is awarded planting in both fall and spring.

**Question:** Can the specifications be changed to use the nursery standard of caliper rather than caliper and DBH?

**Answer:** The measurement for the trees is caliper. However, the trees we receive must be at least 1 inch DBH.

**Question:** Section 4.2.6(8), Does this include the clonal varieties? Since they are genetically identical, does that influence the source of grower's location? Would those clonal selections be allowed to come from a higher zoned supplier?

**Answer:** Yes, includes clonal varieties. The tree will adapt to its location, so yes, it does matter. Lower (Colder) zones are acceptable, but not warmer.

**Question:** Do trees need to be staked?

**Answer:** No. Unless utilizing container plants that require staking, Contractor must inform City.

**Question:** If needed, is the contractor or the City going to be responsible for grinding areas to further eliminate stump/roots?

**Answer:** City will grind the stump with 48 hours notice. Contractor will have some leeway to move the tree slightly one way or the other.

**Question:** Is there a local source for water available to the Contractor?

**Answer:** Contractors are responsible for supplying their own water.

**Question:** Who is going to be responsible for checking and filling the gator bags after they are filled for the final watering?

**Answer:** Gator bags are installed for the resident to use. IF there is a drought situation, the City will water. It is important to note that the trees primarily rely on nature for watering. Planting in the late fall and early spring helps with this.

**Question:** Section 4.2.7(12) This section talks about gator bags or alternate irrigation bag, however, the bid document states gaterbags (no substitutions).

**Answer:** Gater bags are required, no substitutions will be accepted.

**Question:** How much hand planting do you anticipate?

**Answer:** There should be minimal hand plating. There may be some instances where you may need to expose the edge of an old stump to see if the location can be shifted slightly or if the remaining stump needs to be ground out. Also, the gun range trees are on a berm which may not allow machine planting of all of the trees.

**Question:** Can we substitute trees with any city accepted trees located on the website?

**Answer:** Contractors shall use the pre-approved substitution list provided in the bid document.

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All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (page 14). The deadline for bid submittal is Friday, July 14, 2017 at 3:00pm CDT.