

	City of Rocky Mount Addendum 1	
	Refer <u>ALL</u> Inquiries regarding this RFP to: Ramona Plemmer, Senior Purchasing Tech ramona.plemmer@rockymountnc.gov 252-972-1226	CRM #320-120621RP
		RFP Due Date: 7/15/2021 2:00 P.M.
		Contract Type: Services

FAILURE TO RETURN THIS ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S):

Questions and Answers

1. **Question:** Who is responsible for any damages to tombs?
Answer: All current damage to tombs will be addressed in another contract.
2. **Question:** Who's responsible for tree removal?
Answer: Contractor will be responsible for all tree removal less than 4 inches. Trees greater than 4 inches that may be considered hazards will be done on a separate contract.
3. **Question:** Is there any mulching involved?
Answer: Yes, mulching will be done around all property signage and any plant beds.
4. **Question:** Is there a plan for stomp removal?
Answer: Contractor should price in the removal or grinding of all stumps.
5. **Question:** Will it be the contractor's responsibility to remove existing underbrush growing in the cemetery areas that have not been cleaned?
Answer: Yes, the contractor will be responsible for removing existing underbrush growing in the cemetery areas that have not been cleared.
6. **Question:** Will it be the contractor's responsibility to remove underbrush that has been cut and laying on the ground in a big portion of the cemetery?
Answer: Yes, it will be the contractor's responsibility to remove underbrush that has been cut and laying on the ground in big portion of the cemetery.
7. **Question:** Will it be the contractor's responsibility to remove all waste that has been pruned and left along the road from volunteer workers or family members of gravesites?
Answer: Yes, it will be the contractor's responsibility to remove all waste that has been pruned and left along the road from volunteer workers or family members gravesites.
8. **Question:** Does the City want winter rye planted in areas that you will be able to mow?
Answer: Yes, we would like winter rye planted in all common areas.
9. **Question:** Does pricing need to be done on the cemetery as a whole or does it need to be done in sections as volunteers or contractors complete clean up in each area? If so, can pricing sheet be revised to reflect?
Answer: Pricing should be done on the cemetery. The entire acreage.
10. **Question:** Is there a timeframe to which the city would like all the work to be completed? If so, when?

Answer: Would like most of the work cleaned up as soon as possible

11. **Question:** Will it be the contractor's responsibility to contact the proper people to perform the work in the riparian zone?

Answer: Yes, we would like the contractor to contact the proper people to perform the work in the riparian zone. The contractor will also make sure to include city representatives in all conversations as it relates to work in the riparian zones.

12. **Question:** There is a lot of unfinished work, such as: stump grinding, tree removal, and sunken graves, will the pricing for that need to be included in the proposal?

Answer: Pricing should include unfinished work such as stump grinding, small tree removal (less than 4 inches in diameter) etc. Sunken graves, monument repairs are not included in this contract.

Current Conditions:

Unity Cemetery encompasses approximately 16 acres of gently sloping terrain. The lot is an irregular shaped parcel. Neighboring properties include Grande Avenue and Northeastern Cemetery. Cowlick Creek runs through the back of the property. The cemetery site consists of a mixture of pine and oak trees. Volunteer groups have begun clearing areas in section A. This has left a lot of tree stumps that will require grinding and/or removal.

Unity Cemetery has direct access from Grande Avenue and is located approximately 1 mile west of US 64. Unity Cemetery has gravel roads and an entrance sign.

Unity Cemetery Potential Hazards

- Sunken graves
- Broken headstones
- Sunken foot markers
- Dead trees
- Low level tree branches
- Curbs partly hidden by grass.
- Roots of trees penetrating walkways.
- Leaning or propping up against a headstone
- Hidden dangers such as rat urine on stonework, weeds, and grasses
- Slippery paths especially after periods of heavy rain
- Hypodermics or drug equipment discarded in the area.
- Bottles or broken glass
- Illegal dumping
- Infections via cuts or grazing
- Monument collapse and cave ins
- Hazardous atmospheres: Potential hazardous gas
- Risk exposure to falls and trip hazards
- Trenches or depression in the earth
- Equipment Hazards
- Animal and Insect bites
- Memorial Stones: Ground may soften or shift causing monuments to become less stable.

RFP Results and Benefits

The tangible results of this engagement will be the planning, development, implementation, and evaluation of a landscaping plan for Unity Cemetery. The intangible results of this contract will include:

1. A better understanding of the Unity Cemetery property.
2. A better understanding of the opportunities and challenges facing the ongoing landscaping, future preservation and restoration plan.
3. The resources needed to maintain and manage the landscaping plan.

The selected landscape contractor will also be required to work in collaboration with the City of Rocky Mount Representatives, contracted vendor(s) that would lead the preservation and restoration of Unity Cemetery items such as headstones, foot markers, sunken graves, deforestation etc.

*****PLEASE SEE THE REVISED RFP SCHEDULE BELOW*****

Event	Responsibility	Date and Time
2 nd Mandatory Pre-proposal/Site Visit (1 st floor atrium) at City Hall	City	Wednesday 7/7/2021 10:00 a.m.
Submit Written Questions	Vendor	Friday 7/9/2021
Provide Response to Questions	City	Monday 7/12/2021
Submit Proposals	Vendor	Thursday 7/15/2021 2:00 p.m.
Contract Award	City	<i>TBD</i>
Contract Effective Date	City	<i>TBD</i>

OCCURRENCE

ITEM #	DESCRIPTION	HOURS	RATE/HOUR
1	Additional shrub pruning		\$
2	Additional Ground Cover pruning		\$
3	Additional Tree pruning		\$
4	Additional Turf mowing		\$
5	Additional Turf weed control		\$
6	Additional Turf maintenance		\$
7	Additional Turf fertilization		\$
8	Additional Planter Bed fertilization		\$
9	Additional Annual Cleaning services		\$

*****PLEASE REPLACE THE OCCURRENCE PRICE TABLE IN THE DOCUMENT WITH THE TABLE ABOVE**