

November 7, 2023

POLK COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA

ADDENDUM #1 BID#'s 23-640 & 23-641

OVERGROWTH AND SMALL/LARGE LOT CLEARING

This addendum is issued to clarify, add to, revise and/or delete items of the Contract Documents for this work. This Addendum is a part of the Contract Documents and acknowledgment of its receipt shall be noted below and on the Bid Submittal Form.

Contained within this addendum: Questions asked and answered during the combined mandatory pre-bid meeting held Friday, November 3. Sample job packet posted to the County's FTP site for each bid (23-640 & 23-641) which is found at:

To receive a copy of the **Sample Job packet, Bid Sheet, and Attachments A, B and C**, please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is procurevondor and the password is solicitation. After you have logged in to the FTP site, double click on the file folder "**Bid 23-640-SM, Overgrowth and Small Lot Clearing.zip**", select "Open" or "Save As" to download the Sample Job Packet, Bid Sheet, and Attachments A, B and C. If you need assistance accessing this website due to ADA or any other reason, please email Michael Guerrero at michaelguerrero@polk-county.net.

To receive a copy of the **Sample Job packet, Bid Sheet, and Attachments A, B and C**, please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is procurevondor and the password is solicitation. After you have logged in to the FTP site, double click on the file folder "**Bid 23-641-SM, Overgrowth and Large Lot Clearing.zip**", select "Open" or "Save As" to download the Sample Job Packet, Bid Sheet, and Attachments A, B and C. If you need assistance accessing this website due to ADA or any other reason, please email Michael Guerrero at michaelguerrero@polk-county.net.

Michael Guerrero

Michael Guerrero
Sr. Procurement Analyst
Procurement Division

This Addendum sheet should be signed and submitted with your bid submittal.

Signature: _____

Printed Name: _____

Title: _____

Company: _____

BIDS 23-640 & 23-641

OVERGROWTH AND SMALL/LARGE LOT CLEARING

ADDENDUM #1

Question 1: Can you provide locations as examples to see/visit for the amount of work?

Answer: Images were shown during the pre-bid meeting of some previously completed clean-ups. There are no addresses to share for site visits during the bidding process. Examples can be seen in the sample job packet added to the County's FTP Site. See first page of this document for instructions on how to retrieve the information from the County's FTP Site.

Question 2: Are the dump fees passed along to the County?

Answer: The cost of disposal is reimbursed based on the landfill ticket provided with the invoice.

Question 3: Please confirm that we can work on the weekends on un-occupied properties?

Answer: Yes, for un-occupied properties only. There are exceptions.

Question 4: How do we determine the size of the property we are clearing if the rate is based on a per acre price.

Answer: Property size is included in the job packet and is taken from the Polk County Property Appraiser website.

Question 5: Will an investigator and Sheriff's Deputy be able to be at more than one occupied property per day?

Answer: We can do more than one per day depending on staffing levels and the availability of Sheriff's deputies.

Question 6: What's the turnaround time for getting a deputy assigned?

Answer: We typically give the Sheriff's Office 48-hours to respond to our request for a deputy.

Question 7: What do we do if we discover dead animals, vehicles, RVs?

Answer: Anything not in your job packet requires you checking with the on-site supervisor.

Question 8: What about sapling trees?

Answer: Anything not in your job packet requires you checking with the on-site supervisor.

Question 9: Are the before and after pictures taken required to be uploaded using a specific app or software?

Answer: No.

Question 10: Are we supposed to level back out the ground of we rut up using heavy equipment?

Answer: Yes, you must level the ground back out.

Question 11: Will the job packets call out the location of septic tanks or other delicate areas that could be damaged?

Answer: No. Our investigator is on-site to help provide guidance with these types of problems. It is advised to walk the property before starting work to help identify problematic spots. Vendors are responsible for any damages caused.

Question 12: Are the job packets provided in a geographic order?

Answer: No, they are provided as the next 10 jobs to be assigned. There is no good way to group geographically as the jobs come in based on cases/notice deadlines and not areas.

Question 13: Can vendors swap work packets with others who might be working in a certain area?

Answer: No.

Question 14: Does each type of waste (garbage, yard waste) need its own landfill ticket?

Answer: Yes, vendor must provide landfill ticket for each type of waste for a job.

Question 15: Can you bid on either large lot or small lot?

Answer: Yes, you can bid on one or both.

Question 16: What do you do if a large lot vendor says they cannot handle a given job?

Answer: The vendor will be charged for the cost of the deputy. As stated in the General Information Section, Item# 13 of each bid, you may also run the risk of being removed from the bid if you are unable to complete the work requested.

Question 17: How many job packets were issued in 2022?

Answer: Approximately 389 for both large and small lot clearings.

Question 18: How many jobs do you have available now?

Answer: Roughly 300 jobs with more coming in each day.

Question 19: Have there been animal attacks/dog bites on vendors? If so, are covered or who pays?

Answer: No. If something were to happen, the vendor would have to file a claim with their insurance company.

Question 20: Will the presentation provided at the mandatory pre-bid meeting be posted to the County's website?

Answer: No, but it will be updated and presented as part of the orientation for all awarded vendors.