

DEPARTMENT OF PROCUREMENT SERVICES – CITY OF CHICAGO

June 17, 2019

ADDENDUM NO. 5

FOR

**WEED CUTTING SERVICES
Specification No. 797933**

This document contains:

- I. Revisions to the Specification**
- II. Questions Submitted for Clarification of the Specification**
- III. Addendum Receipt Acknowledgment**

For which Bids are scheduled to be received no later than 11:00 a.m., Central Time on July 10, 2019, in the Department of Procurement Services, Bid & Bond, Room 103, City Hall.

Required for use by:

**CITY OF CHICAGO
(Department of Streets and Sanitation)**



This Addendum is distributed by:

**CITY OF CHICAGO
Department of Procurement Services**

**Bidder must acknowledge receipt of this Addendum No. 5 on the Bid Execution Page (Article 11) and should complete and return the attached Acknowledgment by email to Justin.Redington@cityofchicago.org
Attn: Justin Redington, Procurement Specialist
(312) 744-8706**

The information contained in this Addendum No. 5 is incorporated by reference into the original Specification issued on February 4, 2019.

**LORI E. LIGHTFOOT
MAYOR**

**SHANNON E. ANDREWS
CHIEF PROCUREMENT OFFICER**

June 17, 2019

ADDENDUM NO. 5

TO

WEED CUTTING SERVICES

for

Specification No. 797933

FOR WHICH BIDS ARE SCHEDULED TO BE OPENED IN THE BID & BOND, ROOM 103, CITY HALL, CHICAGO, ILLINOIS 60602 BY 11:00 a.m., CENTRAL TIME on JULY 10, 2019

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID EXECUTION PAGE (ARTICLE 11) SUBMITTED WITH YOUR BID. FAILURE TO ACKNOWLEDGE MAY RESULT IN BID REJECTION.

SECTION I: REVISIONS TO THE SPECIFICATION

Revision 1:

ARTICLE 5, SCOPE OF WORK AND DETAILED SPECIFICATIONS, SECTION 5.7.1 GENERAL DESCRIPTION, the first paragraph is hereby deleted in its entirety and replaced with the following:

The Contractor must provide all labor, supervision, material and equipment services for the cleaning and cutting of weeds in specified areas within the City of Chicago. Services must include, but not limited to, containing debris such as paper, glass, and other debris that has been dumped, and or accumulated on City of Chicago property. In addition to picking up the debris, the Contractor must cut all grass and/or weeds to a height of no more 2 inches.

Revision 2:

ARTICLE 5, SCOPE OF WORK AND DETAILED SPECIFICATIONS, SECTION 5.7.3 SERVICE REQUIREMENTS the first sentence is hereby deleted in its entirety and replaced with the following:

The Contractor must cut/trim all weeds to include grass, less than two (2) inches diameter, briars, vines, unruly shrubbery and any other types of vegetation.

Revision 3:

ARTICLE 5, SCOPE OF WORK AND DETAILED SPECIFICATIONS, SECTION 5.7.3 SERVICE REQUIREMENTS the first sentence of fourth paragraph is hereby deleted in its entirety and replaced with the following:

Larger items, such as tires, furniture, or other large debris, must be placed in one location, at the direction of the City, for collection by City of Chicago authorized representatives.

Revision 4:

ARTICLE 5, SCOPE OF WORK AND DETAILED SPECIFICATIONS, SECTION 5.8.4 EQUIPMENT REQUIREMENTS, is hereby deleted in its entirety and replaced with the following:

The Contractor shall guarantee that he will provide not less than the number of crews (which includes mower deck or extended boom arm as specified per day) to provide the requirements identified in the specification at a minimum rate of 825 lots per day where an average lot is 25 feet by 125 feet in area.

The previous year resulted in the minimum completion of 67,141 service requests which did not include the recent upgrade request. These requests were completed with the minimum of 55 tractors and one boom arm with an operator for each piece of equipment available throughout the season.

The Department estimates that a minimum of 55 tractors will be needed to complete the requirements identified in the Specification for the entire city not including the additional service upgrade. .

While performing the duties of this Contract for the City of Chicago, equipment must display a sign identifying it as working under contract with the Department of Streets and Sanitation.

All equipment operators must possess a current valid Illinois driver's license and be properly trained and experienced in the operation of the equipment.

The equipment must be a weed cutting deck with a minimum capability of a sixty (60) inch cut and not weighing more than 1,600 pounds each. Equipment is required to have warning placards/signs. Foam tires are preferable, but are not required.

Any and all subcontractors to the Contractor shall be held accountable to the same applicable specifications as the Contractor.

SECTION II: QUESTIONS SUBMITTED FOR CLARIFICATION OF THE SPECIFICATION

Question 1: Will there be clean up required on a daily basis. If so will the necessary equipment i.e. trash bags, rakes, brooms be provided?

Answer: Per Section 5.7.3 The Contractor must provide Service upgrade upon request, as identified on the HDX sheet. The Contractor will be provided with trash bags at time of request for Service upgrade with the HDX sheet.

Question 2: In the case of the service upgrade, how far in advance will this work be requested and what is the turnaround time? Will trash bags be the only equipment provided for these services?

Answer: Per Section 5.7.3 The Contractor must provide Service upgrade upon request, as identified on the HDX sheet. The Contractor will be provided with trash bags at time of request for Service upgrade with the HDX sheet.

Question 3: In years past, the city provided signage on the hood of equipment after inspection was completed. Will this procedure continue?

Answer: Per Section 5.8.8 Signs and Markings, the Contractor must present a sample sign for approval at the time of contract award.

Question 4: Is the UOM for hourly weed cutting services for a single laborer or a labor crew?

Answer: Per Section 5.2 Basis of Award, Bid Prices must incorporate all cost. Contractor's bid pricing must incorporate any/all peripheral costs including, but not limited to the costs of products/services, delivery/transportation charges, training, materials, labor, insurance, applicable taxes, warranty, overhead and profit, etc. that are required by this Contract.

Question 5: Is there a specified minimum number of laborers required for a crew?

Answer: Per Section 5.7.4 Crew. The Contractor must provide adequate crews to complete the services request. The Contractor must have supervisors/crews at the designated start location by 6:00 a.m. Monday through Friday with appropriate equipment to perform required service(s).

Question 6: Bid Line Items are labeled A, B, C & D. Map Areas are labeled 1, 2, 3 & 4. What is the correlation between the Line Items and Map areas?

Answer: Please reference the actual descriptions identified and not auto generated group identifier of A, B, C, D. The A, B, C, D are an auto-generated correlation to 1, 2, 3, 4

Question 7: Please confirm that the services under this contract do not fall under the PLA.

Answer: Per Section 4.6 Multi Project Labor Agreement (PLA) - Multi Project Labor Agreement (PLA)

The City has entered into the PLA with various trades regarding projects involving construction, demolition, maintenance, rehabilitation, and/or renovation work, as described in the PLA, a copy of which may be found on the City's website at: <http://www.cityofchicago.org/dam/city/depts/dps/RulesRegulations/Multi-ProjectLaborAgreement-PLAandSignatoryUnions.pdf>.

To the extent that this Contract involves a project that is subject to the PLA, Contractor acknowledges familiarity with the requirements of the PLA and its applicability to any Work under this Contract, and shall comply in all respects with the PLA.

Question 8: On page #72, under 5.8.4 Equipment Requirements, What is meant by a minimum rate of 925 lots per day?

Refer to Revision 4 in this Addendum.

Question 9: How many lots are in each Area?

Answer: The actual number of vacant lots will vary from area to area dependent upon multiple factors such as purchases, unoccupied lots, and or an owner's failure to properly care for lots.

Question 10: The estimated usage in HOUR's listed on the proposal form, is that per year or for the duration of the contract?

Answer: Per Section 1.15 Estimated Quantities, unless explicitly stated to the contrary in the Scope of Work, Detailed Specifications, or Proposal pages, any quantities shown on the Proposal Pages represent estimated usage and as such are for bid canvassing purposes only. The City reserves the right to increase or decrease quantities ordered. Nothing herein will be construed as intent on the part of the City to procure any goods or services beyond those determined by the City to be necessary to meet its needs.

The City will only be obligated to order and pay for such quantities as are from time to time ordered, performed and accepted on Blanket Releases issued directly by the Department.

Question 11: The SERVICE UPGRADE listed on the proposal form, is that per LOT?

Answer: Per Section 5.7.3. - The Contractor must provide Service upgrade upon request, as identified on the HDX sheet. Service Upgrade includes trimming of weeds around obstructions in the service area, collection of loose debris, such as bottles, cans, paper and other small objects, in City of Chicago provided bags upon request.

Question 12: Are the services included, such as moving furniture, construction material and cement to be included in the hourly rate on the proposal pages? If so, how many men besides weed cutters should be employed, per hour, to meet this requirement?

Answer: Refer to Revision 1 in this Addendum.

Question 13: Mowing height of 1" is not possible. Mower decks specifications indicate mowing heights from 2-12 inches. Mowing deck come with height adjustment which prevent lower than 2".

Answer: Refer to Revision 2 in this Addendum.

Question 14: "The contractor must be available for work from April 1st through November 30th..." This bid does not open until 3/20/2019, so how can the contractor be available and all equipment prepared to work by April 1st? How long will it take for this contract to be awarded? When will the scheduled meeting with Streets and Sanitation take place?

Answer: The City of Chicago – Department of Streets and Sanitation is aware of the time constraints associated with awarding a new contract and all of the requirements that must be completed prior to the start of the season.

It is the Department's intent to extend the current contract for the current season only and be prepared to start with the new requirements upon award of contract for the 2020 weed cutting season.

Question 15: "The Contractor must provide Service upgrade upon require..." including trimming of weeds, collection of among other things, bottles, cans and paper. Is this to be billed as the proposal pages indicate, as single all-encompassing charge, i.e. unit of measure EACH?

Answer: The Contractor should bill in accordance with pricing quoted for bid lines on the proposal pages.

Question 16: We understand EACH pertains to Service upgrade and we understand further that the weed cutter is an operator quoted by the hour but we do not understand who is to perform the Service upgrade. Is it the weed cutter? Is it another crew? It should seem that this should be an hourly rate instead of EACH. If it's a matter of picking up paper and bottles, the weed cutter can get off the tractor and pick up trash, but one man cannot move a sofa or other large items and move them to the perimeter.

Answer: The Service upgrade is billed at an each rate. The Contractor is already receiving an hourly rate for being at that location. In addition to the hourly rate, the Contractor will receive a fee for the additional service requirement upgrade.

Question 17: Larger items including furniture and other large debris are also part of the Service upgrade and in order to move those larger items, 2 men and a truck will be needed. Are the additional men and the truck to be added into the cost? Will the City have a man to help?

Answer: The City will not provide any resources in assisting the Contractor other than picking up the municipal regular/bulk waste that has been identified for pick up.

The City will not pay for any additional movement of the larger items identified. The Commissioner or authorized representative will have the item removed and properly disposed of.

The Contractor will not be required to move any items from vacant lots that will require the assistance/manpower of more than one individual for removal of items such as furniture, mattresses, construction debris, etc. from vacant lots. If the Contractors encounters items such as mattresses, furniture, etc.

Refer to Revision 1 in this Addendum.

Question 18: "Larger items, such as tire, furniture, or other large debris, must be placed in one location, in the portion of the service area least likely to impact vehicular or pedestrian traffic..." We do not believe that the weed cutters should be legally responsible for determining the areas that are least likely to impact vehicular or pedestrian traffic. It seems that vehicular traffic patterns should be decided upon

and dictated by a city traffic engineer, rather than a \$15.00/hour laborer. For the safety of the public, a city representative should instruct the placement of a large item to be moved. If the City still insists that a laborer is going to decide where to place these large items and if the supervisor is not satisfied with the laborer's decision as to placement, and requires the large item to be moved, will the city pay for the movement?

Answer: Refer to Revision 3 in this Addendum.

Question 19: 5.7.2 states that the season begins April 1st. If so, the 30 days prior to start date would be March 1st. If the Department needs to review inventory list of contractor 30 days before start of work, the 2019 cutting season is already late to start in a timely fashion. How will the Department handle this self-imposed late start?

Answer: See Answer to Question 14.

Question 20: "The Contractor shall guarantee that we will provide not less than the number of crews (which included mower deck or extended broom arm as specified per day) to provide the requirements identified in the specification at a minimum of 925 lots per day..." Where did this number come from? If a very good cutter had all of the lots in a row, he might cut 10 in a day. Consequently, 93 weed cutting tractors would have to be operated by any vendor for this bid to be considered. Is this correct? Can you put a number of crews as the guideline? Perhaps 50? Absent a change in this requirement, it is doubtful that anyone can bid & meet your equipment requirements.

Answer: Refer to Revision 4 in this Addendum.

Question 21: Also, how does the service upgrades affect daily production? If weed cutting has to be halted while service upgrades are either being done or waiting to be done?

Answer: Refer to Revision 4 in this Addendum.

Question 22: "The Contractor must have the ability to provide services on Saturday, Sunday and Holidays..." We interpret this to mean we will provide services on Saturday, Sunday and Holidays to make up for work that was cancelled during the Monday through Friday work week at standard charge. According to Article 4.2.2, there is no overtime unless authorized. So our interpretation is that as long as we do not exceed 40 hours for week including Saturday, Sunday and Holidays, we are on standard pay. However, should we exceed the 40 hours for the week, will overtime and/or premium pay be authorized?

Answer: Per Section 4.2.2 Standard Working Hours, "Pursuant to MCC Section 2-92-220 a standard working day consists of 8 hours for this Contract; shifts must be coordinated with the Department. No overtime or premium pay is allowed unless otherwise specified in the Detailed Specifications and authorized by the Commissioner."

Question 23: We do not believe it's possible to get a sign made and approved by start date of April 1, 2019 considering bid date of March 20, 2019. Are the HDX numbers

being assigned and placards put on machines by the City? Or is that our responsibility?

Answer: See Answer to Question 14. Also, refer to Section 5.8.8 Signs and Markings Signs and Markings for details.

**CITY OF CHICAGO – DEPARTMENT OF PROCUREMENT SERVICES
SHANNON E. ANDREWS
CHIEF PROCUREMENT OFFICER**

DEPARTMENT OF PROCUREMENT SERVICES – CITY OF CHICAGO

June 17, 2019

ADDENDUM NO. 5

FOR

WEED CUTTING SERVICES

SPECIFICATION NO. 797933

Required by:



CITY OF CHICAGO

Department of Streets and Sanitation

Consisting of Sections I, II, and III including this Acknowledgment.

SECTION III. ADDENDUM RECEIPT ACKNOWLEDGMENT

I hereby acknowledge receipt of Addendum No. 5 to the Specification named above and further state that I am authorized to execute this Acknowledgment on behalf of the company listed below.

Signature of Authorized Individual

Title

Name of Authorized Individual (Type or Print)

Company Name

Business Telephone Number

Complete and Return this Acknowledgment by email to:

Justin.Redington@cityofchicago.org

Attn: Justin Redington, Procurement Specialist