



RFP # 2025-01

RFP ADDENDUM No. 1 – QUESTIONS & ANSWERS

- I. Questions submitted via email by June 10, 2026/Prior to Pre-Bids
Proposals Due July 01, 2025, by 1:00 P.M. EST.

1. Is there an estimated budget for this project?

No, the Town has not developed an estimated budget for this project.

2. Can you provide the previous contract for this work?

There is no contract, mowing service & landscaping were done at will, in addition, public works have performed many of the duties outlined in the scope of the RSP.

3. Is the roundabout located at 7th Street and Ridgewood Ave included in the scope of work?

Yes, both interior and exterior areas of the roundabout are included.

4. Are the flower beds located at 7th Street and 455 included in the scope of work?

Yes, they are included.

5. Is the Bahia grass mowed at the same frequency as the St. Augustine grass?

Yes.

6. Are the annual flowers in the hanging baskets behind town hall included in the annual flower change outs?

No, any beds located on ground level are included.

- 7. Is the contractor responsible for changing out the black trash cans or green/yellow trash cans located around town hall and the parks?**

No.

- 8. Is the contractor responsible for the dog stations at Kirk Park?**

No, not included in RFP but may consider adding in final contract.

- 9. Are monthly irrigation inspections included?**

Yes.

- 10. Can you please provide the previous bid tab and current contract for this project?**

There is no contract, mowing service & landscaping were done at will, in addition, public works have performed many of the duties outlined in the scope of the RFP.

- 11. Will the contractors' names and their respective prices be read aloud during the bid opening meeting?**

Yes.

- 12. Will the area under the scope of work be brought up to a maintainable standard prior to the awardee contractor beginning service?**

It will be maintained at the current standard.

- 13. Can contractors propose remediation pricing in case the areas under the scope of work are not up to a maintainable standard?**

Can be discussed in contract negotiations.

- 14. Is it the intent to award this entire project to one vender?**

Yes, the project will be awarded to one vendor.

- 15. There is conflicting information on how many copies of the proposal are being requested. Can you please confirm the town wants 1 (one) original, 1 (one) copy, and a memory drive with a pdf version of the proposal on it?**

Please provide one (1) original hard copy and one (1) thumb drive saved in pdf version.

16. Are there any shortcomings from the current or previous contractor that the town wants the awardee contractor to focus on?

The purpose of the RFP is to have one (1) company provide all the services thus eliminating two (2) companies and public works assistance.

17. Can you please confirm the town of Montverde is looking for 42 visits annually?

Mowing of all turf areas shall be performed every week during the regular growing season (April through November). During the months of December through March, it is expected that mowing will be required at least twice a month, unless abnormal conditions arise that necessitate more frequent mowing.

18. In regard the boundary maps provided, can you please confirm that contractors only responsible for the entire lot that has a highlighted red box over it on the bid specifications?

The contractor is responsible for all areas highlighted in the red boxes, the areas up to the edges of the roadways, as well as all of the specified areas of service outlined in the bid. (Please refer to RFP # 2025-01, pages 36 through 52.)

19. In the specifications under 'areas of service', it says that "The areas of service include all public parks, courts, and trails (up to an eight-foot strip along the trails), buildings, roundabouts, cemetery, which includes headstone trimming, street planting areas, town-owned detention ponds, grass streets, and facilities in the town of Montverde." Are the boundaries of the lots which have red highlights on the bid specifications the only areas contractors are responsible for?

Please see the specifications under area of service and maps provided.

20. If there are areas in the scope of work that are not highlighted in red; can addresses and boundaries maps please be provided so that all bidders will have comparable bids?

Please see the specifications under area of service and maps provided.

21. If there are roadways and trail areas in the scope of work that are not highlighted in red; can the start and end points be provided so that all bidders will have comparable bids?

Please see the specifications under area of service and maps provided.

22. Irrigation service has been requested in the specifications; how many zones of irrigation in each area are contractors to maintain?

The Town currently has approximately 45 zones of irrigation, however, a few zones will be added in the future as to total approximately 50 zones of irrigation.

23. If the irrigation zone count per area cannot be provided, can you please provide the total zone count for all irrigation the contractor will be responsible for maintaining?

The Town currently has approximately 45 zones of irrigation, however, a few zones will be added in the future as to total approximately 50 zones of irrigation.

24. How many service visits are required for irrigation monitoring?

Monthly, or as needed as dead spots arise.

25. Proper watering was mentioned in the specifications, are there any areas under the scope of work where hand watering will be necessary?

No hand watering is required.

26. If hand-watering is required in this contract, what is the frequency required for hand-watering services?

No hand watering is required.

27. If hand-watering is required in this contract, what areas under the scope of work will require hand-watering services?

No hand watering is required.

28. Chemical applications have been requested by the specifications; how many pre-emergent and post-emergent applications would the town require in turf areas?

The Town does not have a specification; it is the Contractor's responsibility to meet the conditions of the RFP and future contract.

29. Chemical applications have been requested by the specifications; how many pre-emergent and post-emergent applications would the town require in landscape bed areas?

The Town does not have a specification; it is the Contractor's responsibility to meet the conditions of the RFP and future contract.

30. Are contractors responsible for crack and crevice spraying in parking lots and sidewalks?

No.

31. Annual color has been requested in the specifications; can you please provide a flat count of annual color needed per changeout?

Information not available, base your bid off the specifications listed in RFP # 2025-01.

32. If annual color flat count cannot be provided, can you please provide the total area in square-foot or square-yards for annual color landscape beds?

Information not available, base your bid off the specifications listed in RFP # 2025-01.

33. Annual color soil and soil amendments are requested in the specifications. What percentage of the additional soil should be compost, organic peat, or a similar mix?

The soil will be added in quantities to sustain healthy plant growth.

34. Annual color soil and soil amendments are requested in the specifications. What is the required depth of the additional soil needed for each annual color changeout?

The soil will be added in quantities to sustain healthy plant growth.

35. Landscape mulch applications are requested; what type of mulch should contractors use?

Contractor used fine or medium grades of mulch, in a depth to ensure adequate coverage and optimal plant growth.

36. Landscape mulch applications are requested; how many mulch applications are required?

Mulch applications are to be applied as needed to provide a clean and professional landscape.

37. Landscape mulch applications are requested; at what depth will mulch need to be installed?

Mulch applications are to be applied as needed to provide a clean and professional landscape.

38. Landscape mulch applications are requested; will contractors have to remove mulch prior to installing new mulch?

Mulch applications are to be applied as needed to provide a clean and professional landscape.

39. How many leaf clean-up services should be conducted annually?

As needed, to provide a clean and professional landscape.

40. Can you confirm fertilization of turf, trees, shrubs, annual/perennial flower beds are not required of this RFP? There is a note listed that it is not a requirement, but then the specifications list some very specific fertilizations requirements.

Fertilization is required. See Addendum 2, the section of RFP # 2025-01 stating that fertilization is not a requirement will be removed. Please note that proper fertilization, proper watering, and proper drainage shall be practiced, promoting plant vigor and resistance to pests and disease.

41. If fertilization is required, how many fertilizations in turf are required?

Proper fertilization, proper watering, and proper drainage shall be practiced, promoting plant vigor and resistance to pests and disease. Fertilization is required, please refer to RFP # 2025-01, page 33 and 34.

42. If fertilization is required, how many fertilizations in landscape beds are required?

Annual Flowerbed Fertilization: A standard balanced slow-release fertilizer such as Osmocote, Nutricote, Sierra, or similar shall be incorporated into the bed as a soil amendment prior to planting each rotation of annuals. Supplemental fertilizations of a complete liquid fertilizer such as 20-20-20 or 10- 6010 at the labeled rate shall be applied to all color beds at least monthly to promote vigorous growth, flowering, and color. Please refer to RFP # 2025-01.