

TOWN OF SOUTHAMPTON

CONTRACT FOR

ADDENDUM # 1

The following corrections, additions, and deletions are added to the Bid package. Please review these materials and adjust your bid accordingly.

Please complete the Acknowledgement form below and email to the Central Purchasing and Contracts Compliance at amancuso@southamptontownny.gov; No cover sheet is necessary.

ACKNOWLEDGEMENT OF RECEIPT

This is to acknowledge that I received Addendum # 1 to the package,

“2018 Maintenance on Trails in Southampton”.

Name: _____

Name of Company: _____

Date: _____

TOWN OF SOUTHAMPTON

2018 Maintenance on Trails in Southampton ADDENDUM # 1

Dated: September 12, 2018

Question 1: Page 6 notes that for Method of Payment the vendor is to present an invoice upon delivery of items and page 8 notes that no bill will be paid without the receipt of certified payroll which must be submitted every 30 days. Is invoicing expected to be monthly to go along with certified payroll or can invoices be submitted weekly as long as certified payroll for the same week is submitted with it?

Answer 1: The invoices should be submitted bi-weekly as that is when the services are needed. The payments would be made upon determination of the department, however, warrants only occur two times per month.

Question 2: Page 11 says that the amounts should be provided as a per diem rate for each category. However page 14 asks for the price per week. Just clarifying how the prices should be provided.

Answer 2: Per diem is a left over from the last bid, please put in a per week rate.

Question 3: Page 11 also says that mowing and weed whacking should occur two times a month. The Map attachment indicates a Summer Frequency, Just to confirm that the summer frequency is the number of times per month to mow that particular section of trail. Also does Summer mean June, July, August or are additional months included?

Answer 3: The services need to occur between October of this year and October of next year, every month, as applicable.

Question 4: If the trail is not currently 4 foot wide is it the expectation that the vendor widen it to 4 feet even if that means needing to cut down small saplings, etc. that a regular mower or weed whacker would not be able to easily cut (such as woody plant material 1/2" in diameter or larger)?

Answer 4: Do not cut new trails or new widths. Maintain existing width on existing trails, if four feet, keep it that way.

Question 5: If a tree has fallen across the trail is it the responsibility of the vendor to Cut up and remove the tree so that the mowing can continue - at vendor's own cost of time, equipment, etc. - or is another vendor responsible for this? Or is a change order required for the vendor to remove the tree and then submit an invoice for this work? Does it depend on size of tree, etc.?

Answer 5: Vendor is asked to move to one side any fallen tree so that path can remain open. Vendor is not required to remove or cut any debris, but simply remove for continuous work to be provided.

Question 6. For trail heads that will be mowed - is there standard of how much is mowed from the trail head into the trail (is the 20 yards mentioned for Sagaponack #2 the general rule)?

Answer 6: I believe it is standard.

Question 7. Will there be a walk-through of the areas to be mowed prior to the bid due date to review questions about the actual mowing and confirm expectations of this bid?

Answer 7: These trails are public and can be viewed at any point.

Question 8. Squiretown Park - the description appears to have been cut off, can you provide the additional description.

Question 9: Unfortunately, the description provided is all that is available.

Question 10: I read that they issue a PO for the work, would that have all the trails and a certain time period to complete them.

Answer 10: The trails are determined by the rails committee and it will not be all of the trails but the trails determined to be the most necessary. The time frame is between October of 2018 and October of 2019.