



REQUEST FOR PROPOSALS #2018-20  
**GROUNDS MAINTENANCE AND REPAIR SERVICES**  
RESPONSE TO SITE VISIT CLARIFYING QUESTIONS #1  
MAY 22, 2018

Note that these are questions submitted by interested firms to the above referenced solicitation during the non-mandatory pre-proposal site visit. The below answers are for clarification purposes only and in no way alter or amend the RFP as published.

1. *The Sandy location, is that an On-Call location and what is it?*

**Answer:** No, the Sandy lot is a vacant lot and mowing is expected at a minimum of two-times per year under the routine services section.

2. *Are there maps available that show property lines, irrigation maps, sprinkler heads and controller locations?*

**Answer:** No, currently there are no maps. However, County Staff is putting together “areas of responsibility” maps that fall within the property line boundaries. These maps will post as an addendum to the RFP as quickly as possible.

3. *Does the County have any smart irrigation systems?*

**Answer:** No, all irrigation systems are traditional systems with traditional controller boxes.

4. *During the inspection of irrigation systems, is Contractor required to replace the broken sprinkler heads and small parts?*

**Answer:** Yes, worn-out and broken sprinkler parts are to be replaced during general irrigation inspection with Rain Bird irrigation parts. Any broken parts that take more than 1 hour of labor to repair or more than \$50 in parts will be made part of the On-Call services section of the Contract.

5. *Will there be a contract available for irrigation only, outside of the RFP/Contract opportunity?*

**Answer:** No, the basic irrigation work is part of the routine services under this contract. Any major changes, repairs or renovations would be solicited separately outside of this contract as noted in section 3.3.4 A) Major Irrigation System Repairs of the On-Call Services portion of the RFP.

6. *There is a retention pond outside of the Brooks Building, who maintains that?*

**Answer:** This specific retention pond is maintained by the adjacent mall. It is not the responsibility of Clackamas County. However, there are a couple of bio-swells around the Tri-City Wastewater Treatment Plant that are part of this Contract and must be maintained.

7. *Can you please elaborate on the secured areas?*

**Answer:** The secured areas, as noted on the service locations (Attachment 1), are typically fenced in by chain link and require special permission to enter. The lead workers on the assigned grounds maintenance crew will need to pass a background check and will then be issued an access card that also includes their photo so they can enter the secured areas with the crew. The lead must stay with crew in these secured areas at all times.

8. *You mention that the Friday and Saturday are the only days' in which work can be done at the Red Soil Campus and downtown Oregon City locations? Can this be adjusted?*

**Answer:** No. Most of the Red Soil Campus is closed on Friday except for a couple 24/7 operations. Downtown Oregon City locations are closed on the weekend. It has become standard practice to do grounds maintenance when County Staff are off as to not interrupt the typical business day around the County grounds. The contractor may add Sunday as a work day with advanced notice and permission from the County Contract Administrator as noted in section 3.3.2 Work Schedule.

9. *Are there specific places for the Contractor vehicles to park while working?*

**Answer:** No. Common sense is the best philosophy. There may be some parking restrictions in downtown Oregon City. Around the Courthouse, the County shares the parking lot with McMenamins on the backside of the Courthouse. Liberty Plaza has a walkway to get to the back parking area if you do not want to park on Main Street.

10. *Is Arborist part of this Contract?*

**Answer:** No, an Arborist will be solicited outside of this Contract.

11. *Are parking lots part of the Contract?*

**Answer:** No. Parking lot maintenance and sweeping is not part of this Contract. However, leaf blowing and clean up in the fall is expected, as well as cleaning up from general landscape clippings of grass, tree and shrubbery trimmings.

12. *Does any site require traffic control?*

**Answer:** No.

13. *What are your expectations during inclement weather?*

**Answer:** As noted in section 3.3.2 Work Schedule and further outlined in section 3.3.4 On-Call Services portion, Contractor is expected to respond within the time frames listed to provide snow and ice removal as well as storm clean-up.

14. *What are you happy with in regards to your current Contractor?*

**Answer:** The grounds are kept up and look nice. We have also developed good communication with the current Contractor.

15. *Can we take pictures of the work sites?*

**Answer:** Yes, County will let Staff know that potential bidders are out surveying the service sites. As noted previously for the secured areas, there is chain link fencing that you can look through, however, extra precautions are still necessary.

#### **COUNTY STAFF ADDITIONAL COMMENTS:**

1. Within the time frame of this Contract, Clackamas County is going to be preparing for and building a new Courthouse in the south field area of the DSB and PSB buildings. It is anticipated that there will be an Amendment to the Contract for a change to the Scope of Work, specifically on the Red Soils Campus.
2. County Staff does not currently have readily available irrigation maps for all the properties listed. During Contract performance, County will work with Contractor to make sure any irrigation questions are addressed.

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End of Clarifying Questions