



**RFP – Logan Triangle Grounds Maintenance
Pre-bid meeting Q+A
June 21, 2018**

Q1: The RFP states that applicants that are “substantially similar” may be rejected. Does this apply to MBE subcontractors listed by primary applicants?

A1: The same or related subcontractors can be identified as subcontractors on multiple project proposals. However, a subcontractor or any other person may not (i) be the lead contractor for one applicant while being affiliated in any other way with another applicant, (ii) be legally affiliated or a subsidiary or employee of more than one applicant, (iii) be a partner with more than one applicant.

Q2: Given that respondents may not be selected before July 30th, what is the plan to cut the grass in the month of July?

A2: The review panel has the goal of awarding the contract as soon as possible, prior to July 30. The contract draft, negotiation and board approval will determine when the contract is finalized.

Q3: Would PRA allow work to begin before contracts are signed?

A3: No.

Q4: If properties or landscaping surrounding the area that is owned by PRA were damaged by the company selected to carry out mowing services, who does the burden of proof fall upon?

A4: PRA assumes that our contractors will act in good faith while performing their duties and replace and/or repair any damage caused. Additionally, some cameras already exist at the site and more are planned for installation.

Q5: The RFP states that “all elements of the lawn maintenance cycle shall be completed the same day they are started.” What’s the specific definition of a “lawn maintenance cycle”?

A5: Contractor should complete sections of the property or a specific task for a section of the site in the same day (ex. If you start edging the grass along 11th Street finish edging that entire area and do not stop in the middle of that section leaving half un-edged. Complete the edging all the way around from 11th and Loudon to W Wyoming to Warnock to Loudon and back to the beginning on 11th Street). The lawn maintenance cycle can be described as a single cut of the entire site.

Q6: Who has been cutting the grass close to the church?

A6: It is likely either the contractor that is still under the contract with another public agency to cut the Logan Triangle or the church is cutting it – the winner of this RFP will take over the contact for turf maintenance.

Q7: When PRA is invoiced, will there be a regular inspection process?

A7: PRA staff will carry out informal inspections of the property regularly.

Q8: In the experience section of our responses, does experience acting as a subcontractor on large contracts apply?

A8: Yes.

Q9: Considering that the RFP requires a detailed operation plan for the site, would PRA be willing to provide an extended timeline? Perhaps we could provide the detailed timeline as supplemental materials after the RFP due date.

A9: The grounds must be maintained as soon as possible, and PRA, therefore, is unwilling to alter the timeline of this RFP.

Q10: What exactly is PRA looking for regarding requested cost break down?

A10: Please provide two separate numbers. One should reflect the per acre cost, while the other should reflect a breakdown of material, labor and equipment expenses.

Q11: How will PRA award the five (5) points allocated to local subcontracting and hiring? Are LBE or local subcontractors preferred?

A11: PRA will provide points for both LBEs and local subcontractors.

Q12: Should contractor put in a service request for bulk trash clean up? or How should bulk trash be reported?

A12: Please communicate the request the bulk trash cleanup request to Karanja Slaughter – Karanja.slaughter@pra.phila.gov.

Q13: Due to the excessive amount of illegal dumping surrounding the land will additional time be given for initial clean up?

A13: The site was recently cleaned up and bulk trash was removed. PRA will attempt to coordinate another bulk trash pickup prior to the contract NTP to mitigate the issue.

Q14: Do contractor have 5 days per cycle to complete scope of work for all 36 acres?

A14: Yes, five business days.

Q15: Will contractor have to perform services after October?

A15: Yes, the current RFP calls for one trip in October.

Q16. Can contractor schedule work between the hours of 7am-3pm or is contractor expected to work between the hours of 7am-5pm?

A16: Yes, the contractor can plan as they determine how best to execute the contract requirements within the allowable work schedule, 7am-5pm.

Q17: Can PRA provide the dollar amount for current contract held by Department of Parks and Recreation?

A17: PRA does not have the dollar amount of the current contract because it does not hold the contract.