



## **ADDENDUM II**

**SUBJECT:** Request for Competitive Sealed Proposals, Mowing and Landscaping Services, (RFCSP 24-184; RFx 6100018517), Scheduled to Open: Monday, August 18, 2025; Date of Issue: Friday, July 18, 2025

**FROM:** Stacey L. Czachor, NIGP-CPP, CPPB  
Procurement Manager

**DATE:** August 14, 2025

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. II - TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSALS**

**THE ABOVE-MENTIONED REQUEST FOR COMPETITIVE SEALED PROPOSALS IS  
HEREBY AMENDED AS FOLLOWS:**

- 1. Revise:** The RFSCP submission deadline has been extended to **September 2, 2025, at 11:00 a.m., Central Time.**
- 2. Revised:** Section 004 – Specifications / Scope of Services, Landscape Services
- 3. Revised and Replaced:** RFCSP Attachment B – Price Schedule

### **QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, PRE-SUBMITTAL CONFERENCE:**

**Question 1:** If we are headquartered out of town with a branch office in San Antonio, would that consider us ineligible.?

**Response:** This would not make your entity ineligible to submit a proposal and because there are no local preference points applied to this project, your entity is not losing out on any evaluation criteria points.

**Question 2:** Which site are we starting with for the site visits?

**Response:** The site visits will start at the Pre-K 4 SA South Education Center location at 3510 South WW White, San Antonio, TX 78222.

**Question 3:** I operate as a sole proprietor; do I need to register with the Texas Secretary of State and Texas Comptroller of Public Accounts office?

**Response:** No, sole proprietors do not need to register with the Texas Secretary of State nor with the Texas Comptroller of Public Accounts office. However, if using an assumed name, an assumed name certificate must be on file with the local county office.

## **QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, RESTRICTIONS ON COMMUNICATIONS**

**Question 4:** Is this (solicitation) just for maintenance or is there new construction as well?

**Response:** This solicitation is for maintenance not new construction.

**Question 5:** I did notice one (1) set of drawings on your site for the Early Childhood Development Center – Holt/Pre-K 4 SA, is this a new site?

**Response:** Yes, this is a new site/facility that replaced one we recently closed down.

**Question 6:** Please provide a list of the locations with operational irrigation systems that include the number of irrigation controllers at each location and how many zones are on each controller.

**Response:** Information provided in Attachment B (Item# 2: Irrigation) of the solicitation. There is one (1) controller at each site.

**Question 7:** What is the estimated budget for this contract?

**Response:** Department budget for this solicitation will be determined based on submissions.

**Question 8:** What amount did you all pay in the past for this work?

**Response:** This is a new solicitation for the department.

**Question 9:** Pre-K 4 SA sent a service schedule. Is the contractor allowed to service these locations on weekends or holidays outside of the mentioned days? Or does Pre-K 4 SA require individual approval for this?

**Response:** The service schedule provided can be adjusted within the work week. Generally, service is not allowed on weekends or holidays or when staff are not present. There may be exceptions to service on weekends and holidays if that is a workday for the staff, but this is not common.

**Question 10:** Our company does not offer irrigation services; will this disqualify us?

**Response:** We require that one vendor provide all services listed in the solicitation.

**Question 11:** On the “as needed basis” will it be based on purchase orders for each particular project, or will we have to price the whole project as if it is required?

**Response:** Provide pricing to service these “as needed basis” locations should we request a service at these locations. The “as needed” locations will not be on a schedule but need to be included as one of our potential service addresses under this contract.

**Question 12:** The estimated annual mowing cycles on Attachment B, Price Schedule, does not align with the cycles provided on Exhibit 2, Service Schedule. Can you please confirm which one is more accurate??

**Response:** Refer to Exhibit 2 for the department’s annual mowing cycles.

See below for estimated annual mowing cycles:

Pre-K 4 SA East Education Center: 44 mowing cycles

Pre-K 4 SA South Education Center: 44 mowing cycles

Pre-K 4 SA West Education Center: (Large-field Right-of-Way): 24 mowing cycles

Pre-K 4 SA West Education Center: 6 (as needed)

Pre-K 4 SA North Education Center: 6 (as needed)

Gardendale Early Learning Program: 6 (as needed)

**Question 13:** Regarding the Pre-K 4 SA South Education Center location, when was the landscape installation done?

**Response:** July 2025

**Question 14:** Regarding the Pre-K 4 SA South Education Center location, what is the height of the plant wall in the front of the building?

**Response:** Estimated at 16-18 feet, vendor to confirm height

**Question 15:** If students pull out plants, are vendors responsible to replace them?

**Response:** Vendors are not responsible to replace plants that are pulled out. Vendors will maintain planted plants.

**Question 16:** Are vendors allowed to use herbicide along the fence line?

**Response:** Yes, at the direction/coordination with the Facilities Manager Julian Vega. Herbicides may not be used without pre-authorization.

**Question 17:** Will Pre-K 4 SA issue badges to the vendor selected for award to access the facilities?

**Response:** Vendors will not be provided badges. Staff will provide access to the property.

**Question 18:** Can the vendor selected for award work on school holidays?

**Response:** Yes; if the school holiday is a workday for staff. The sites do not close on all school holidays.

*Stacey L. Czachor*

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Procurement Manager

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