



ADDENDUM III

SUBJECT: Annual Contract for Landscaping Services and Irrigation Systems Maintenance & Repairs - BESD, (RFCSP 26-078, 6100019698), Scheduled to Close: July 15, 2026; Date of Issue: May 15, 2026

FROM: Tiawana Lawrence
Procurement Manager

DATE: July 13, 2026

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

Respondents and bidders shall be responsible for reading the entire addendum. All addenda issued for this solicitation shall be attached to and become part of the solicitation and resulting contract documents for this project. By submitting a response to a City solicitation, respondent/bidder is acknowledging the receipt of this addendum.

By virtue of this addendum, the specifications, requirements and amendments stated below become a permanent addition to the solicitation referenced above.

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

- 1. Revise:** THE BID OPENING DATE IS HEREBY EXTENDED TO **JULY 17, 2026, AT 11:00 A.M. CENTRAL TIME.**
- 2. Add:** Pre-Submittal Conference Sign In Sheet, this document will be posted as a separate file.
- 3. Add:** Pre-Submittal Site-Visit Sign In Sheet, this document will be posted as a separate file.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, RESTRICTIONS OF COMMUNICATION:

Question 1: Could I bid on only certain properties or would it have to be all?
Response: Contractor must bid on all properties identified in the solicitation.

Question 2: What was the previously awarded amount for this project?
Response: Please visit www.sa.gov and submit an Open Records Request.

Question 3: What are the specific expectations for landscaping services during dormant or inclement weather periods? Sections 4.7.2 and 4.7.3 note that services may be reduced or halted during certain periods; however, the impact on payment, minimum service levels and required communication is unclear. Clarification is requested regarding vendor's responsibilities during these periods and any required documentation.

Response: During periods of dormant growth or inclement weather, scheduled services may be delayed, postponed or canceled as conditions warrant. The City of San Antonio (COSA) will only compensate the Contractor for services that have been satisfactorily performed and documented via a Service Report. Please reference Section 4.7.5.

Question 4: How should the contractor handle replacement of dead or failing plant material due to causes outside the contractor's control (e.g., drought, vandalism, disease)? Section 4.11.1.12 requires reporting and quoting for replacement but does not clearly define financial responsibility when the cause is not contractor negligence. Please clarify responsibility and the approval process.

Response: The Contractor shall not be responsible for the replacement of dead, damaged, diseased, or failing plant material resulting from causes beyond the Contractor's reasonable control, including but not limited to drought, severe weather events, vandalism, pest infestations, disease outbreaks, irrigation system failures not caused by the Contractor or other unforeseen conditions.

Upon request by the City, the Contractor may provide a separate quotation for the repair, replacement or restoration of affected plant material. Any such work shall be performed only upon written authorization from the City and shall be compensated separately from the routine maintenance services under this contract.

Question 5: What constitutes "major repairs" versus "minor repairs" in borderline cases? Sections 4.1.1 and 4.9.3 define major and minor repairs, but some situations may be ambiguous. Additional guidance, examples or a decision framework would be helpful.

Response: The distinction between major repairs and minor repairs is based on the scope of work, amount of labor required, quantity of materials required and the magnitude of the repair. Please refer to Section 4.1 Definitions – Major Repairs definition and Section 4.9.3 provides examples of Major Repair components of the irrigation system.

Question 6: Are there limitations on chemical or pest control products beyond licensing requirements? Section 4.3.2 requires a pesticide applicator license but does not identify any preferred or prohibited products or additional environmental standards beyond state law.

Response: At this time, there are no additional restrictions, preferred products or environmental standards beyond those specified in the solicitation and applicable federal, state and local laws and regulations. Contractors shall ensure that all pesticide, herbicide, fertilizer, and other chemical applications are performed by appropriately licensed personnel and in accordance with all applicable regulatory requirements. Any products used must be legally approved for their intended use and applied in accordance with the manufacturer's labeling and applicable laws.

Question 7: What are the City's expectations for documentation and reporting formats? Sections 4.13.8 and 4.10.1.3 require service logs, inspection reports and photographs, but acceptable formats, file types and submission methods are not specified.

Response: The City does not require a specific format, file type or reporting platform; however, handwritten reports are not acceptable. Service logs, inspection reports and photographs may be submitted in a commonly accepted electronic format (e.g., PDF, Microsoft Excel and Microsoft Word) unless otherwise directed by the City. Documentation must be complete, legible, and clearly identify the location, date of service, technician's name, services performed, deficiencies observed, corrective actions taken and any supporting photographs as applicable.

Question 8: How will changes to acreage or service locations be determined, communicated, and reflected in pricing? Section 4.7.1.2 notes that acreage is estimated and subject to change, but the method of adjustments and pricing updates is unclear.

Response: Any changes to acreage or service locations will be communicated in writing by the City's designated contract representative. Pricing adjustments resulting from such changes will be based on the awarded Contractor's per acre pricing as provided on the Price Schedule.

Question 9: What is the process for City approval of substitute materials, equipment, or methods when specified products are unavailable? Section 4.5.1 allows substitutions but does not outline the approval process or required documentation.

Response: If specified materials, equipment, products or methods become unavailable, the Contractor shall submit a written request to the City for approval of a substitute prior to installation or use. The request shall include, at a minimum, the reason for the substitution, product specifications, manufacturer information, technical data sheets, and any other documentation necessary to demonstrate that the proposed substitute is equal to or exceeds the performance, quality, durability and intended function of the specified item.

Question 10: Are there additional environmental sustainability requirements? Beyond general code compliance, please clarify where the City has specific expectations related to water conservation, native plant usage, or green waste disposal.

Response: No, there are no additional environmental sustainability requirements.

Question 11: What are the expectations for coordination with City events or special facility uses that may disrupt scheduled services? Section 4.7.6 allows schedule changes for special events but notice periods and exceptions for staffing or cost impacts are not specified.

Response: The City will make reasonable efforts to provide advance notice of special events, facility activities, construction projects or other circumstances that may impact scheduled services. However, the City cannot guarantee a minimum notice period, as some events or operational needs may arise with little or no advance notice.

Question 12: How will disputes regarding quality of work, damages or performance be resolved? While Section 4.16.4 gives the Director final authority, additional detail on the dispute resolution process, documentation requirements and any appeal mechanism would be helpful.

Response: The City will address performance concerns, quality issues and damage claims through the contract administration process. The Contractor shall be provided an opportunity to review and respond to any identified deficiencies and may be required to submit supporting documentation, photographs, inspection records, service logs or other relevant information for the City's consideration.

The City will evaluate all available information and work with the Contractor in good faith to resolve disputes at the project or contract administration level whenever possible. If a resolution cannot be reached, the Director or their authorized designee will review the matter and render a final determination in accordance with the contract terms and conditions.

Question 13: Will there be any restricted access areas at the San Antonio Police Department (SAPD) facilities and the Police/Fire Academy?

Response: Yes, at the Police Training Academy, the Driving Track and Shooting Range are restricted access during training activities. Proper coordination with SAPD staff is required to ensure the grounds are accessible. The same applies at the Fire Training Academy during active training. Coordination with the San Antonio Fire Department is required to ensure the grounds are accessible. At all Police Substations, entrance into the station is restricted to only the Crew Leader for the purpose of signing in/out, and all police vehicles are considered restricted access.

Question 14: Does the City of San Antonio have any small business set aside or preferences for their solicitations?

Response: Yes, please refer to Attachment F – Subcontractor/Supplier Utilization Plan and Exhibit I – SBEDA Compliance Provisions. You can also reach out to the Economic Development Department up to the submittal deadline at 210-207-3922.

Question 15: Can the current contract be provided?

Response: Please visit www.sa.gov and submit an Open Records Request.

Question 16: Can the previous bid tab be provided?

Response: Please visit www.sa.gov and submit an Open Records Request.

Question 17: Who is currently maintaining this contract?

Response: The current contractor is Goodwill Industries of San Antonio.

Question 18: On the pricing sheet, what is the “Monthly Winter” item referring to?

Response: Please refer to Section 4.10.3.1 Seasonal Winterization - December.

Question 19: Does the City have an estimated annual contract value or a current contract value for the scope?

Response: The City has not established a guaranteed annual contract value for this solicitation. Quantities, service frequencies and expenditures may vary based on operational needs, funding availability and changes in service locations throughout the contract term.

Respondents should base their pricing on the information provided in the solicitation and submit their best and most competitive pricing.

Question 20: Are there measurements or quantities available for plant beds, rock beds, shrubs, hedges, ground cover or decomposed granite areas?

Response: There are no measurements or quantities available for plant beds, rock beds, shrubs, hedges, ground cover or decomposed granite areas.

Question 21: Which specific locations require special accommodations or scheduling around city training or daily operations?

Response: The City does not maintain a fixed list of locations requiring special accommodations, as scheduling considerations may vary based on operational needs, events, training activities, security requirements and facility usage patterns.

Question 22: How many total locations require annual San Antonio Water Systems (SAWS) checkups?

Response: Any locations meeting the required acreage requirements. Please refer to Attachment B – Price Schedule.

Question 23: Can the City provide a comprehensive list of all irrigation systems, including their location and current operational status (e.g., fully operational, partially operational or offline)?

Response: This information will be provided to the selected Contractor after award and recommendation by the City Council.

Question 24: Can the City provide irrigation inspection, maintenance and repair reports for the past two(2) years?

Response: This information will be provided to the selected Contractor after award and recommendation by the City Council.

Question 25: Are all irrigation systems currently operational? If any systems are offline or non-functional, how long have they been in this condition?

Response: All of the irrigation systems are operational except for the Northeast Service Center and the Southwest Service Center, which have been non-operational for a few years.

Question 26: What is the longest continuous period that any irrigation system has been out of service, and please identify the location?

Response: Please refer to the response in Question 25.

Question 27: Are there any locations with biosolids? If so, which locations are they?

Response: No. There is a Bioswale at the World Heritage Center on 3106 Roosevelt Ave.

Question 28: What falls outside of the routine irrigation maintenance?

Response: Please refer to Section 4.9.3 for Major Repairs.

Question 29: Are reports required with this contract?

Response: Yes, Service Reports are required. Please refer to Section 4.9.6

Question 30: What specifically should be included with pricing?

Response: Pricing shall include all costs necessary to perform the work described in the solicitation.

Question 31: Is it ok to have mulching blades on lawnmowers?

Response: Mulching blades are generally allowed if they still meet performance requirements (clean cut, no clumping, no visible clippings left in a way that violates aesthetic standards) required by the City of San Antonio.

Question 32: Is there a list of plants that are required for the memorial services at the memorial garden at the Police Training Academy?

Response: No. These plants are selected by the staff at the Police Academy each year for the Fallen Officer's Memorial event , which is held in May.

Question 33: Is there a specific point of contact for each location, and if so, will this information be provided upon award?

Response: The City Designated Department Representative (CDDR) information will be provided upon award.

Question 34: How many properties have reclaimed water?

Response: One (1) property has reclaimed water.

Question 35: How many zones and controllers are there for each site?

Response: Please refer to Section 004 - Scope of Services and Attachment B - Price Schedule.

Original Signature of Person Authorized to Sign Bid/Contract (Please Sign) Signer's Name Vendor Name Vendor Address City State, Zip code	<i>Tiawana Lawrence</i> Procurement Manager Finance Department, Procurement Division
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