



City of Doral

ITB 2025-14

Right of Way Maintenance Services

Addendum No. 1

June 25, 2025

The original Invitation to Bid (ITB) documents shall remain in full force and effect, except as modified herein, which shall take precedence over any contrary provisions in the prior documents.

This addendum is being issued to address questions received, provide more clarity to the scope of work.

The following are questions and answers regarding the above-referenced solicitation:

1. Please clarify the contract term for this contract.

Answer: Three years with the option to renew for an additional two one (1) year

2. Is the contractor responsible for paying the Miami-Dade County 15% Disposal Facility Fee since the City of Doral falls within the DFF Area?

Answer: All costs associated with these services need to be included in the unit pricing.

3. Will the City allow contractors to get rate adjustments during the initial term of the contract?

Answer: No rate adjustment will be allowed during the initial term of three years.

4. Who is responsible for irrigation parts?

Answer: There is a monthly wet check requested for all the locations with irrigation and the scope of work provides more information on how the irrigation repairs will be handle.

5. What is the budget for this project?

Answer: The approved budget for fiscal year 2024-2025 is \$600,000.00

6. Is there a QTY of mulch available for each area?

Answer: No there is not.

7. What type of mulch is to be used?

Answer: Information is on the scope of work. It will be natural pine bark mulch, or a Cityapproved equivalent.

8. Is there a performance bond required?

Answer: Yes, there is.

9. Who is responsible for the palm and tree trimming?

Answer: Information is on the scope of work. The contractor will be responsible.

10. Why is the current ITB out for bid?

Answer: Because the contract expires.

11. How many irrigation zones are there to be checked?

Answer: We have a total of 10 irrigation pumps but the exact number of zones is not available. There are pumps with less than 10 zones and others with more than 15 zones.

12. There are 20 points being allocated to price. Is the City using a weighted average formula for allocation of price points in order to avoid bias?

Answer: We have a total of 10 irrigation pumps but the exact number of zones is not available. There are pumps with less than 10 zones and others with more than 15 zones.

If you should have any questions regarding this addendum, please do not hesitate to contact procurement@cityofdoral.com.

Sincerely,

Christopher Cotton
Procurement Specialist
City of Doral

SCOPE OF WORK / TECHNICAL SPECIFICATIONS

SCOPE OF SERVICES

The work covered by the Specifications and Contract Documents consists of medians and right-of-way maintenance services on public right-of-way such as streets, canals, city facilities. Planting of trees, palms and shrubs as described below and in the bid forms. A Contractor's representative will inspect the planting material and sites monthly.

By submitting a bid, the bidder certifies that he/she is familiar with the sites and the proposed scope of work, prior to submitting a bid. The City reserves the right to add or remove specific locations on a temporary or permanent basis, as deemed appropriate.

SERVICE SPECIFICATION

The contractor must furnish all labor, materials, equipment and supervision required to furnish and install plant material throughout the City. The work also will include debris pick-up and disposal, mowing and edging of specified right-of-way such as medians, swales, canal right-of-way and slopes, mulching, fertilizing, weed control, removal of tree stumps, trimming of shrubs, palms and plants within specified medians and right-of-way and will consist of and be conducted as follows:

- Debris pick-up will be conducted prior to any mowing activity.
- Mowing, weed eating, edging and plant bed maintenance will be conducted on an as-needed basis as determined by the City utilizing the line items prices as indicated on the bid form.
- Application of fertilizers.
- Application of pesticides.
- Applications of herbicides.
- Weed control in all plant beds (plant bed includes tree rings, shrubs beds, mulched beds with no plants, groundcover beds, perennial beds, etc.).
- Mulching and cleaning of plant beds.
- All pruning, trimming, and/or shearing of shrubs and ground covers.
- All pruning, trimming and/or shearing of trees.
- All pruning, trimming and shaping of palms as required.

Maintenance of medians with a combination of sod and larger plant material including but not limited to

- NW 58th St. median, between NW 97th Ave. & NW 107th Ave.
- NW 107th Ave. median, between NW 58th St. & NW 90th St.
- NW 53 St. median, between NW 84th Ave. & NW 79th Ave.
- NW 74th St. median, between NW 114th Ave. & NW 107th Ave.
- NW 36th St. and Palmetto Interchange.
- Doral Boulevard median (NW 41st St.), between Florida Turnpike and Palmetto Expressway.

These locations shall be maintained as follows in addition to the normal service specifications.

Application of fertilizer and insect/disease control material (pesticides/herbicides) (All rates as established by accepted horticultural standards, manufacturer's recommendation and as approved by City's Landscape Architect) shall be as shown below, or at the City's discretion may be modified to plant material, as required to meet Florida Green Local Government designation at no additional cost to the City. Contractor is required to have certification and licensing by the **Florida Department of Agriculture and Consumer Services (FDACS)** to apply pesticides and herbicides. Bidder is also required that all personnel applying fertilizers be trained through the **Green Industry Best Management Practices (BMP) Program**.

Pruning Shrubs and Ground Cover Plants Bed Area Maintenance

All shrubs and ground cover plants growing in the work areas shall be pruned, as required, to maintain plants in a healthy, growing, flowering condition and to maintain plant growth within reasonable bounds to prevent encroachment of passageways, walks, street, and view of signs up to 6' height.

Bed Area Maintenance: The Contractor shall keep the bedded areas free of dead plants, leaves, and branches at all times. All beds shall be vertically edged and kept weed controlled at all times.

Shrubs: All shrub material shall be pruned **at least twice per month** to ensure the best shape, health, and character of the individual plant. Mechanical trimming may only be utilized when the health or appearance of the plant will not be damaged by the mechanical trimmers.

Ground cover: All groundcover material shall be pruned **at least twice per month** to insure the best shape, health, and character of the individual plant. Groundcover plants shall be selectively cut back to encourage lateral growth and kept inbounds and out of other plantings, walkways, lighting, etc. Mechanical trimmings may only be utilized when the health or appearance of the plant will not be damaged by the mechanical trimmers.

Mowing

The mowing cycle consists of 52 or 26 times per year, as requested on the work order price sheet.

All leaves, litter and debris shall be removed from grass before mowing.

All mowers' blades will be sharp enough to cut, rather than tear, grass blades.

Mowing shall not be performed when weather or other conditions would cause damaged turf.

All mowers are to be adjusted to the proper cutting height and level; to be measured from level grade surface to the parallel and level plane of the mower blade.

Edging

After each mowing, use a mechanical edger to edge to a neat uniform vertical line all grass abutting curbs, sidewalk, driveways, flush-paved surfaces, etc., as well as shrubs, ground covers beds, hedges, trees, etc.

Weed Control

Monthly weeding will be performed by Glyphosate Post-Emergent chemical herbicide with pigmented tracer, and sedge specific post emergent chemical herbicide.

(2) Line trimmer/ weed-eater will be utilized as needed

Hand removal of all weeds above 12" height prior to applying herbicide spray.

Hand removal of weeds will be done in all mulched areas and tree rings

All herbicides' treatments will be done by a Certified Technician.

Irrigation System

Irrigation inspections shall be included in the monthly maintenance cost. A City representative must be on site during the inspection process. Inspection shall consist of the proper functionality of irrigation system, to include: water pump, sprinkler heads nozzles, and water lines. Contractor will be responsible for the maintenance of the automatic irrigation system to ensure proper watering of all plant material. Contractor will be responsible to make minor irrigation repairs and adjustments to lateral lines, risers, and sprinkler heads up to one (2) inch in diameter, as required to keep the system operating. Irrigation system damages during the maintenance service and as a result of the maintenance operation must be immediately brought to the City's attention and repaired at the Contractor's expense. The malfunction of the system as a result of wear and tear shall be reported to the City immediately. For any major repair the City will furnish all material needed for the work to be performed and the Contractor will be responsible for the repairs based on the hourly rate provided utilizing the line item prices on the work order price sheet.

Turf Review

During the monthly inspections, the turf will be monitored for any signs of stress. Watering times will be incremented if signs of stress are discovered. If weeds are present, they will be treated during the monthly service by mechanical means or chemical treatments.

Fertilization

An inspection of all plant materials will be done each month by a Contractor's representative.

Will fertilize trees, shrubs and ground cover, palms and turf 3x per year to prevent nutritional deficiencies and promote growth. Will apply fertilizer at a rate of 1.5 pounds of actual fertilizer per 100 square feet from a calibrated spreader a minimum of (3) times per year.

Tree Trimming & Palm Pruning

Trees Trimmed (2) times per year

Palms pruned (3) times per year

Trees and palms are to be maintained in a healthy, growing, safe attractive condition and in their proper shape and size according to variety, species and function in the landscape.

Cuts will be made with sharp and proper tools; when cutting parts of branches, leaving a living bud at the end of the stub. Make cuts sufficiently close to prevent stem so that the healing can readily start under normal conditions, but do not cut in to branch collar. On trees known to be diseased, disinfect tools after each cut and between trees. Prune only at the time of season proper for the variety.

All tree trimming and palm pruning shall be accomplished with standard practices including:

- Dead, dying or unsightly part of the tree
- Remove sucker growth from base of the trees in which an exposed trunk character is desired
- Removal of coconuts if needed during palm pruning services
- Branches that grow toward the center of the tree
- Crossed branches that may rub together
- "V" crotches, if it does not ruin the appearance of the tree

- Multiple leader, if the tree normally has only a single stem
- Nuisance growth that interferes with view, traffic, sign age, walks or lighting. Nuisance growth includes the removal of all dangerous thorns, spikes or appendages which show potential conflict with people
- Shape top of small trees as needed
- All branches, dead wood, and cuttings shall be removed from the job site at the time of pruning and disposed of in an acceptable manner.
- Trimming and palm pruning will be under guidance of a Certified Arborist. Flower or seed stalks will be removed, at each visit, from all palms prior to dropping of seeds or fruit.

Mulching

Mulch all planting areas not covered by shrubs, ground cover or existing mulch as directed by the City to a depth of 2”.

Use natural pine bark mulch or a City approved equivalent. Prior to its delivery, mulch shall have been inspected and certified by the Florida Department of Agriculture and Consumer Services, Division of Plant Industry, as free of burrowing nematodes. All proof of delivery shall bear official State of Florida stamp of inspection and certification (Grade A or Deliver in bags or bulk by the cubic yard).

All material specified shall be processed specifically for use as mulch around trees and plant beds. The use of construction wood or wooden pallets (which do not decompose and/or may harbor pests), the use of fresh-wood mulch (which deprives the surrounding plants of nitrogen), or the use of color dyed much, is prohibited.

Pest Control

Monthly inspections will be conducted on all plant materials including trees and shrubs for insects and pest infestations.

Pesticide will be applied following manufacturer application methods if any infestation is found.

The Contractor shall warrant all existing and installed plant material (ground cover, shrubs) within the above-mentioned medians with the exception of damaged ones as a result of vehicles, storm, and chemical or fuel spills. Any repairs to landscape not under warranty must be approved by the City prior to any work performed. Contractor shall inspect the above mentioned medians before bid submittal and shall report to the City any plant material that may not be warranted

due to the existing conditions. By submitting a proposal the Contractor certifies that he/she has familiarized himself with the above mentioned medians. If no report or disclaimer is submitted by the Contractor at time of proposal submittal, the Contractor shall be responsible for the warranty of all existing plant material.

Caution must be used by maintenance workers not to damage landscape material when weed-eating around ground cover, tree bases, and tree strapping and bracing. Contractor will be held responsible for extensive damage caused to trees, plants, or shrubs as a result of Contractor's negligence.

All debris, clippings, weeds, cuttings, and excess grass to be disposed of in a legal matter. At no instance vegetative debris resulting from landscaping activities shall be swept, blown, cast, or discarded into any storm water inlet as per **City Ordinance No. 2014-40**.

During drought periods additional watering services can be added through unit price. Use water free of toxic elements to flora and fauna. Contractor shall provide (within the unit cost for water used) labor and equipment necessary to distribute water as required for all plant material using hand-watering methods. Existing or proposed irrigation systems should not be relied on to provide water for planted materials.

Maintenance within Canal Right-of-Way

A. Flat Mowing

Flat grass areas serviced within the canal right-of-way. Area consists of grass areas between existing guardrail (including maintenance under guardrail) and canal top of bank.

B. Slopes Maintenance

Sloped banks within the canal right-of-way. Areas consist of sloped surface area of stabilized banks; from the canal top of bank to the water level (see excerpts from Canal Bank Stabilization Program Plans, Figures 1 & 2). Canal banks have been stabilized through two geo-web techniques, sloping stabilization system and stacking stabilization system. Vegetative cover shall be trimmed back to within 6 inches from the Stacked geo-web surface, and to within 3 inches of the Sloped geo-web surface. Larger trunks protruding from the geo-cells shall be cut as close as possible to the geo-web and removed, if possible, without causing any damage to the cells. Contractor shall exercise extreme caution not to cause any damage to the existing stabilized surface. Contractor shall immediately report to the City any damage caused as a result of the maintenance operations. Contractor should be responsible for any repairs at no expense to the

City. Method of repairs shall be approved by the City before commencement of any repair operation.

Figure 1 - Sloping Canal Bank Stabilization

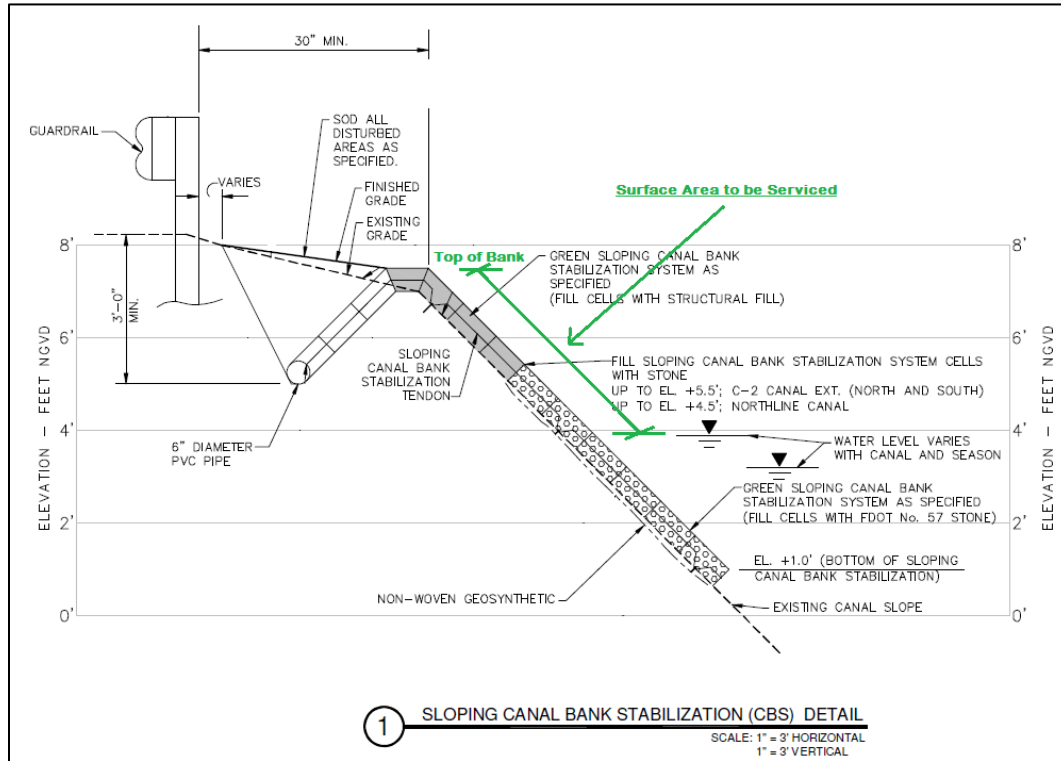
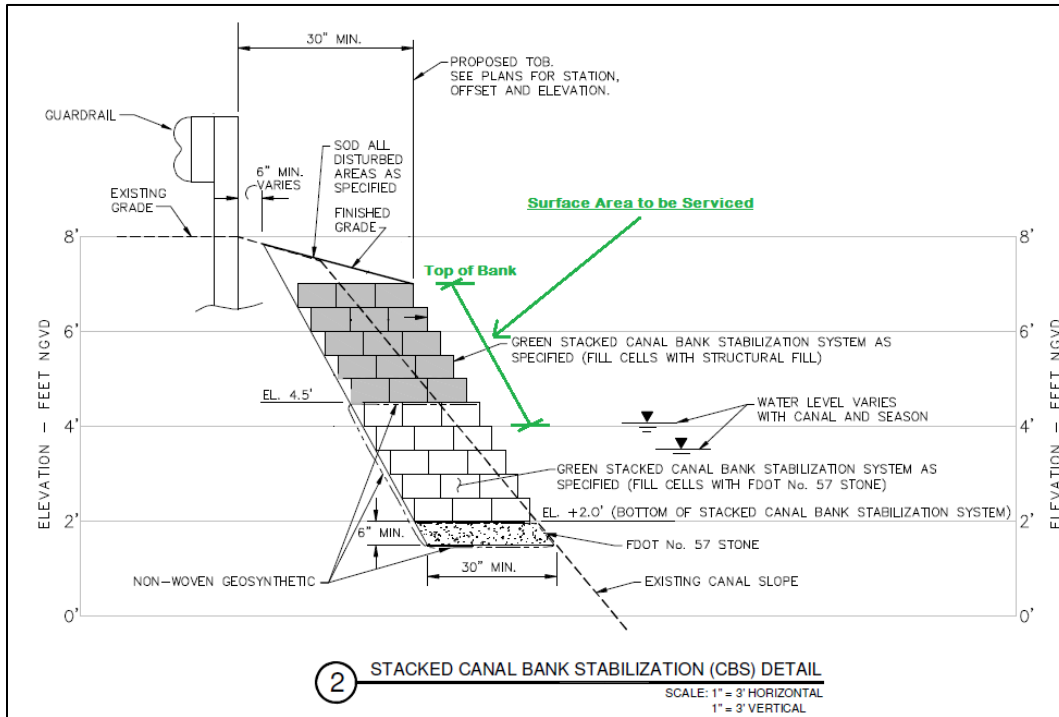


Figure 2 - Stacked Canal Bank Stabilization



C. Cell Fill Material Restoration

At the City's request, Contractor shall furnish and install 1 inch FDOT #57 rock at selected areas within the sloped and stacked canal bank stabilization system. All geo-web cells have a depth of 6 inches. Line items shall be measured in surface area square footage. Contractor shall exercise extreme caution not to cause any damage to the geo-web cells, and surrounding facilities, such as the pedestrian/bike shared use path along the canals. Contractor shall be responsible for damages caused as a result of the maintenance operation.

The Contractor must have a supervisor available at all times that may be contacted by the City in case of an emergency.

All work must be documented utilizing the form provided in the Bid Form, failure to do so will result in delay and/or rejection of payment request.

The Contractor's vehicles and equipment shall be in good condition, free from leaking fluids, and properly registered. The City may require the repair or replacement of equipment as reasonably necessary. All vehicles and equipment used by the Contractor to perform the Work under this Contract shall be painted uniformly with the name of the Contractor, business telephone number and the number of the vehicle in letter legible to the public. No other advertising shall be

permitted on the vehicles. Additionally, the City reserves the right to place a magnetic sign on each vehicle during the period which the vehicle is in service for the City. These magnetic signs will be provided by the City at the City's expense, TWO (2) maximum signs per vehicle.

Sales Tax and Excise Tax: The Contractor shall pay all sales, consumer, use and other similar taxes required to be paid by the Contractor under the laws and regulations of the State of Florida, Miami-Dade County and the City of Doral. The City's State Tax exempt status shall not be for the use of the Contractor at any time.

No fuels, oils, solvents, or similar materials are to be disposed of in any canal waterway or any storm drainage infrastructure. The Contractor must closely adhere to local, state, and Federal Environmental Protection Agency requirements and is responsible for all non-compliance penalties.

LOCATION OF WORK

Right-of-Way Maintenance Services shall be performed only on City public right-of-way including Miami-Dade County roads, and at the City's discretion, on City facilities. Accompanying this ITB are maps depicting City right-of-way to be serviced. By submitting this bid, the BIDDER certifies that he/she is familiar with the City roads and the proposed scope of work, prior to submitting the bid. The City reserves the right to remove specific locations as deemed appropriate.

ACCEPTANCE OF COMPLETED WORK

A City of Doral representative must approve the work and related costs prior to the commencement of work by the issuance of a Notice to Proceed or Work Order. The City of Doral will determine if the completed work is acceptable. After the inspection is completed and the work is accepted, the City may contact the Contractor within 5 calendar days from the completed work date for any further remedial action required. Also, if the work does not meet the City requirements, the Vendor must take whatever remedial action is necessary to meet the requirements. Work determined to be defective will be remedied by the contractor at no additional cost to the City within a period of 24 hours.

SUPPLIES AND PROGRAM

The proposer shall supply all tools and equipment of every kind, ample and quantity and capacity, in good working order and suitable in character to carry out the work of services of his contract according to an approved program.

PROCESSING OF APPLICATION FOR PAYMENT

Cut-off date is the close of the Workday of the final Friday of each month. The Contractor shall submit by the first Friday of each month Contractor's completed Application for Payment for the

previous period. The City must be notified of all scheduled and completed work in sufficient time to verify the completeness of such work. Should the submittal date fall on a holiday, the Contractor shall submit his application on the next workday.

The Contractor is advised that processing of draws must follow this schedule, as the City has funding requirements and other payment obligations which may prevent payment of late Application for Payment for that month's billing cycle. Late Application for Payment with a Recommendation for Payment will be paid in the next month's billing cycle.

SAFETY AND PROTECTION

The CONTRACTOR will be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the **ROADWAY AND TRAFFIC DESIGN STANDARDS SERIES 600 TRAFFIC CONTROL THROUGH WORK ZONES 2006** or latest addition. They will take all necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to:

- a) All employees and other persons whom may be affected thereby,
- b) All the work and all materials or equipment to be incorporated therein, whether in storage on or off the work area, and
- c) Other property at the work area of adjacent thereto, including tress, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.

WORK DURING INCLEMENT WEATHER

No Work shall be performed under these specifications except by permission of the City when the weather is unfit for good and careful Work to be performed. Should the severity of the weather continue, the Contractor upon the direction of the City, shall suspend all Work until instructed to resume operations by the City.

MANAGEMENT

The Contractor shall designate the Site Supervisor who shall be responsible for all the work to be performed by the Contractor under this agreement. The Site Supervisor shall serve as the point of contact on behalf of the Contractor for communications with the City. The Site Supervisor shall be reachable during the hours of operations. The Site Supervisor shall not be replaced without the prior written approval of the City.

COMMENCEMENT COFERENCE

Within five (5) days after delivery of the executed Agreement by the City to the Contractor, but before starting the Work, a commencement conference will be held to review the above schedules, and provide procedures for processing Applications for Payment, and to establish a working understanding between the parties as to the services to be provided. Present at the conference will be the City representative(s), and the Contractor.

ADDITIONAL SERVICES

While the City has listed all major services within this solicitation, there may be similar services that may be purchased by the City during the term of this contract. Under these circumstances, a representative of the City will contact the awarded vendor to obtain a price quote for similar services. The City reserves the right to award these similar items to the contract vendor based on the lowest price quoted, or to acquire the services through a separate solicitation.

