



CITY OF SUFFOLK

Purchasing Division

P.O. Box 1858, Suffolk, VA 23439-1858; T (757) 514-7520; Fax (757) 514-7524

ADDENDUM #1

TITLE: Landscaping – Hall Avenue

ACCEPTANCE DATE: Prior to 3:00 p.m. – November 9, 2012 “Local Verizon Time”

IFB NUMBER: 2013-00036

ACCEPTANCE PLACE: Finance Department, Purchasing Division, Room 105
441 Market Street
Suffolk, Virginia 23434

BID OPENING LOCATION: Purchasing Division Conference Room
441 Market St., Room 105
Suffolk, Virginia 23434

Requests for information related to this Invitation should be directed to:

Cindy L. Norfleet, CPPB, Senior Buyer
(757) 514-7522
Email address: cnorfleet@suffolkva.us

This document can be downloaded from our web site: www.suffolkva.us/bids/index.jsp

Issue Date: November 5, 2012

IF YOU NEED ANY REASONABLE ACCOMMODATION FOR ANY TYPE OF DISABILITY IN ORDER TO PARTICIPATE IN THIS PROCUREMENT, PLEASE CONTACT THIS DIVISION AS SOON AS POSSIBLE.

If you have obtained this bid document from the City’s website or a source other than the City of Suffolk, contact the Purchasing Division prior to submitting your bid to ensure that a complete up-to-date package has been received. The Purchasing Division is not responsible for providing addenda if the vendor is not listed as a prospective bidder.

ADDENDUM #1

Landscaping – Hall Avenue

Contract No. 2013-00036

The Invitation for Bid (IFB) for landscaping of Hall Avenue has been amended/clarified as follows:

1. It will be the responsibility of the contractor to contact Miss Utility to locate any underground utilities prior to beginning the work.
2. Per drawings provided, planting locations of the Nellie R. Stevens shrubs will run close to the existing trees. The contractor will be required to plant the shrubs as close to the trees as possible to provide the desired look of a continuous shrub hedge. Should the quantity of shrubs required to provide the continuous hedge desired be less than that requested in the specifications (256), the cost of those trees will be deducted from the total price based on the "OPTION unit price for trees" provided on the BID FORM.

THE PRICE QUOTED ON THE BID FORM SHALL BE BASED ON THE SPECIFICATIONS AND QUANTITIES REQUESTED IN THE IFB (WHICH INCLUDES 256 NELLIE R. STEVENS HOLLIES).

3. Mulch shall be installed ten feet (10') from the curb throughout the project area.
4. Nellie R. Stevens Hollies specified in Section 4.1 B3 (Page 4) and Section 4.1C2 shall be ten to fourteen feet (10' to 14') in height as originally specified in the IFB.

The Bidder will be required to acknowledge his/her receipt and acceptance of Addendum #1 by submitting the addendum with the BID FORM. If the addendum is not returned with the **BID FORM**, the successful vendor will be required to acknowledge his acceptance prior to award of the bid; the bidder will not be allowed to make any price changes on his BID FORM.

The date for bid opening will remain at 3:00 p.m. November 9, 2012.

If you have any questions regarding this Addendum, please contact Cindy Norfleet, Senior Buyer, at (757) 514-7522.

Acknowledged by: _____ Date: _____