



**CITY OF TORRINGTON**

**Addendum # 1**

**ADDENDUM #1 IS BEING ISSUED PERTAINING TO QUESTIONS/ANSWERS FOR THE MAINTENANCE OF THE DOWNTOWN GARDEN BEDS & PLANTERS**

**RFP #DGM-011-040517 MAINTENANCE OF DOWNTOWN GARDEN BEDS & PLANTERS**

**Date of bid opening:** April 5, 2017 **Time:** 11:00 AM **Location:** City Hall, 140 Main Street, Room 206, Torrington, CT

**Submit signed addenda with bid.**

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Dated in Torrington: March 29, 2017

Purchasing Agent \_\_\_\_\_  
Pennie Zucco

Bid Submitted By: \_\_\_\_\_

\_\_\_\_\_  
Signature

Name of Company \_\_\_\_\_

\_\_\_\_\_  
Title

Address: \_\_\_\_\_

\_\_\_\_\_  
Phone/Fax:

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_

**Q1) Where are these 13 sidewalk Street Planters and (2) island pots located? Or do you know the dimensions of them? And the purchase of new plots for island beds on Main Street, the size of these?**

**A1) The thirteen (13) sidewalk street planters are located on both sides of Main Street in downtown Torrington. The planter containers have a top exterior dimension of 30"x30"; the top interior or planting area is 22"x22"; the bottom interior dimension is 18"x18"; the height is 30". The pots are currently planted with Pencil Holly and English Ivy. The city wishes to retain those perennials and request that supplemental annuals be added to the planters. While some of the perennials may not have survived the winter, the city has made arrangements for the replacement of the dead plants and ask that the successful bidder see to the planting of the same. The two island beds are located on Main Street in downtown Torrington. The smaller northerly island approximately 190 S.F.; the larger southerly island approximately 792 S.F. Regarding the purchase of new pots for the island beds is discretionary that there be pots in the middle of the island to add dimension and ease of maintenance.**

**Q2) On page 9 about 3/4 of the way down the page it says (3) Purchase new pots for Island Beds on Main St. However on Appendix A (pg12) it does not have a line item for adding any new pots. So my question is if they need or want new pots, how many, what dimensions, and where exactly would they go?**

**A2) The number of pots for the center islands is discretionary. This is a suggestion that there be pots in the middle of the islands to add dimension and ease of maintenance. The purchase of the pots would be included in the labor and materials cost for the island beds.**

**Q3) We are interested in bidding the garden beds and planters. Initial questions are; where are the 13 sidewalk street pots located and what size are they? Does the Mayor's office have a preference of**

choice for plant selection?

**A3) See question/answer 1. The pots are currently planted with Pencil Holly and English Ivy. The city wishes to retain those perennials and request that supplemental annuals be added to the planters. While some of the perennials may not have survived the winter, the City has made arrangements for the replacement of the dead plants and ask that the successful bidder see to the planting of the same.**

**Q4) In scope of work it specifies that all plantings must be in by May 20th. We typically use Memorial Day as the date to have all plants planted. It is possible to get a killing frost up to that point.**

**A4) This is a tentative date for the plantings "weather permitting".**

**Q5) Under scope of work 'supply and plant all plant materials...' line item 2 is two island planters, are those existing planters? Line item 3 is for the purchase of new pots for the island beds on Main St. Should the cost of these be included in the labor and materials for the island beds on the Fee proposal or should they have their own line item. I would not expect it to be an annual purchase.**

**A5) No, they are not existing planters. Yes, they should be included in the labor and materials cost on the Fee proposal for the island beds.**

**APPENDIX A  
FEE PROPOSAL  
MAINTENANCE OF DOWNTOWN GARDEN BEDS & PLANTERS  
DGM-011-040517**

**BID OPENING DATE: APRIL 5, 2017 11:00 AM**

**ITEM: Costs: Contractor will be responsible and shall provide** ALL labor and materials such as compost, mulch, plants, shrubs, supplies, tools, equipment, clean-up and dispose of waste necessary to maintain seasonal designs (spring, fall, winter) for the City of Torrington Downtown flower beds/planters/pots. The City of Torrington reserves the right to remove any of the pots/planters/bed locations from this project.

COST FOR LABOR/MATERIALS (13) STREET POTS: \_\_\_\_\_

COST FOR LABOR/MATERIALS (2) ISLAND BEDS: \_\_\_\_\_

COST FOR LABOR/MATERIALS (2) BEDS CITY HALL PARKING LOT/PEACE GARDEN:  
\_\_\_\_\_

**ALTERNATE: Awarded contractor will advise of which plants in planters that will need to be replaced that are in poor health or dead". Awarded Contractor shall supply Alternate lump sum price for planting City supplied replacement plants. Replacement plants maintenance cost to be covered under (13) Street Pots stated above.**  
\_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

COMPANY REPRESENTATIVE (signature) \_\_\_\_\_

TITLE: \_\_\_\_\_

PHONE/FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

It is agreed by the above signed proposer that the signature and submission of this proposal. Represents the proposer's acceptance of all terms, conditions, and requirements of the proposal specifications, and, if awarded, the proposal will represent the agreement between the parties.

The proposer agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the proposal documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices for the various items scheduled.

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