



June 18, 2025

ADDENDUM I

RFP Title: 23-0907 Landscaping and Grounds Maintenance Services

To Vendors who are participating in the RFP 23-0907

Addendum Question:

1. Number of references – Form I (Reference Sheet) asks us to “PLEASE TYPE OR ATTACH YOUR REFERENCE LIST HERE,” but it does not specify a minimum or maximum number of references . How many references would you like each proposer to submit?

The contractor should submit a minimum of 3 references.

2. Contractor office space – Will the College make any on-site office or desk area available for the successful contractor’s supervisor or administrative staff?

No office space will be provided by the college.

3. Equipment / material storage – Is there secure storage space on either campus that the contractor may use for mowers, small equipment, etc., or should all materials be stored off-site?

No storage space will be provided by the college; the contractor can store equipment only when authorized by the college administration and it is at their own risk.

4. Tree-height clearance – The scope notes that all trees and shrubs must be pruned so they “will not obstruct any driveways/sidewalks/building walls” . Could you confirm the specific vertical and lateral clearance (in feet) you would like us to maintain?

In the common areas the tree heights will be up to 14 feet and 5 feet cleared from the buildings or any structures. In other areas the tree heights will be 10 feet.

5. Reel-mower requirements – Under the intramural-complex section, “All competitive fields must be mowed with a reel mower minimum of two (2) times per week” . Please list the exact fields (e.g., soccer, softball, football practice, etc.) that fall under this requirement. Please confirm that the softball and baseball fields at the main campus are the only 2 with this requirement.

Reel mowers are required for competitive fields on both campuses.

6. Baseball facility at South Campus – Page 10 references grounds “behind the baseball field” at Fort McIntosh . Who will be responsible for maintaining the baseball facilities located at the South Campus, or should they be included in our price?
[All fields and common areas will be addressed by the contractor.](#)
7. On-site disposal of green waste – May the contractor place grass clippings, limbs and other vegetative debris in Laredo College’s existing green-waste containers / compost area, or must we haul all material off-site?
[Containers can be used only for college debris.](#)
8. Historical spend – Please share the total amount paid to Toros Landscaping for grounds services during the most recent contract year? Basically annual spend.
[Information can’t be disclosed; the contractor will need to provide their own prices.](#)
9. Irrigation system scope-We observed that more than 80 % of the irrigation zones at the Main Campus were offline, with many heads flagged for repair. The RFP requires only that heads and valve boxes be kept visible and undamaged .Will inspection, repair and scheduling of irrigation components be the contractor’s responsibility, or will those tasks remain with College staff/another vendor?
[Maintenance will be performed by the college, if damage is caused by contractor, then they will be responsible for repairs or replacements.](#)
10. Restricted & gated areas- Portions of the Main Campus border federal/military property and gated housing. Are there security clearances, escort requirements or work-hour restrictions we should anticipate when operating adjacent to these zones?*
11. Transition expectations- Edging has not been performed in several areas for multiple weeks, and canopy work is overdue, along with several lots that will need project work to get them to the expected level. Please update the pricing pages based on the Prebid and the new expectations. This was we can have a price for ongoing vs the one time start up etc.
12. Can the contractors use Roundup for weed cleaner?
13. What is the mowing boundaries at the South Campus between the Highway 83 and the South Campus property?

[None but will still need to notify the college when working on those areas.](#)

[Pricing for initial start will be required along with the price for maintenance.](#)

[Yes, only authorize chemicals but only on granite islands, sidewalks, but not around trees or plants. **Also do not used in the Camilo Prada playground areas.**](#)

[The border line to mow will be to the limit of the power lines.](#)

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