

September 11, 2026

POLK COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA

ADDENDUM #1 BID# 26-367

MOWING & MAINTENANCE FOR UTILITIES – NORTH REGION

This addendum is issued to clarify, add to, revise and/or delete items of the Contract Documents for this work. This Addendum is a part of the Contract Documents and acknowledgment of its receipt shall be noted below and on the Bid Submittal Form.

Contained within this addendum: modification to Specifications, questions and answers

Brad Howard

Brad Howard
Sr. Procurement Analyst
Procurement Division

**This Addendum sheet should be signed and submitted with your
bid submittal.**

Signature: _____

Printed Name: _____

Title: _____

Company: _____

BID 26-367, MOWING & MAINTENANCE FOR UTILITIES – NORTH REGION ADDENDUM #1

MODIFICATION

DELETE: Specifications, Item # 1.n.

REPLACE IN ITS ENTIRETY: Upon request, the Vendor shall test the sprinkler systems at assigned locations for any leaks or other issues prior to performing maintenance services and provide the PCU project manager or designee the results of the test. These additional services will be provided, upon request, as “Out-of-Scope” work under Specifications, Item #14.

QUESTIONS AND ANSWERS

Q1: Please provide Bid 22-029-SM bid tabulation.

A1: To receive a copy of the Bid Tab, please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is procurevendor and the password is solicitation. After you have logged in to the FTP site, double click on the file folder “Bid 26-367 Addendum 1.zip”, select “Open” or “Save As” to download.

Q2: Are you going to provide maps with boundary lines? Are we mowing inside and outside property lines?

A2: Addresses for all the sites have been provided and property lines can be verified through the Polk County Property Appraiser’s site, <https://www.polkflpa.gov>. The Vendor is responsible for mowing inside the property lines. Rights of way, adjacent easements, and off-site frontage are excluded unless specifically authorized.

Q3: Are you going to provide locations with irrigation that you want checked?

A3: Refer to Modification above.

Q4: Will all properties, including fence lines, be maintained before turnover?

A4: Yes. PCU intends to turnover properties in maintainable condition. If any site requires initial cleanup to meet bid requirements, PCU will meet with the Vendor to determine scope and authorize work under Specifications, Item #14 (Out-of-Scope Work) before routine cycles begin.

Q5: Mulch has been added to the standard maintenance bid. Can you provide the specifications for the mulch? Color? Amount? How will the cost be covered? Is it included in the overall maintenance cost? Are there specific sites for mulch?

A5: Mulching services will be requested as-needed basis, following Specifications, Item #14, and should not be bundled in the routine “per cut” pricing. Water production and wastewater treatment facilities are the sites that may require mulching services during this bid.

- Q6: Irrigation has been added to the standard maintenance bid. Irrigation specifications? How is it billed? Is a wet check included? Is a wet check included in the maintenance contract total price?
- A6: Irrigation services should not be bundled in the routine "per cut" pricing. They will be authorized case-by-case as Out-of-Scope work under Specifications, Item #14.
- Q7: Hedge Trimming addition. Specifications for hedges? Are they to be maintained at a certain height? How often is hedge trimming to be done? Is there a list of specific sites that include hedge trimming?
- A7: Per Specifications, Item #1.f., hedge trimming must be trimmed every visit to maintain a manicured appearance and are clear of any walkways and driveways. Hedges are to be maintained at height no greater than approximately six (6) feet.
- Q8: During emergency operations after hurricanes or natural disasters, is there a cleanup addition outside of the normal maintenance?
- A8: No. Any requests for additional cleanup outside of normal maintenance during emergency operations will be managed outside of this bid.
- Q9: Is there a price for flower bed maintenance per square foot for beds added after contract is secured? For manual weed pulling?
- A9: Price(s) for the additions, if requested by the PCU project manager or designee, will be negotiated between the Vendor and PCU, and the bid will be amended. Refer to Special Conditions, Item #7 for the full process.
- Q10: Many plants include bodies of water. Is the aquatics part of the contract? What license is required?
- A10: Per Specifications, Item #1.k., the Vendor is responsible for mowing the pond banks as close to the water as possible. Mow all storm water pond bottoms when dry. PCU will scarify or score all "Rapid Infiltration Basins" (aka effluent disposal ponds). Pond sites that have "scarified bottoms" will be mowed to the edge of the scarified bottom and trimmed every visit; PCU staff will scarify the bottom of the site. All areas that are too wet to service on that scheduled visit will either be line trimmed or mowed on the next scheduled service to avoid damaging of the grade. Weed killer must not be used on any banks.

There is no license required for routine mowing of grass near ponds, ditches, or retention areas.

If the PCU project manager or designee requests cutting, trimming, or removing of aquatic vegetation, the Vendor or their subcontractor will be required to have an active Aquatic Plant Management Permit (Rule 68F-20). It will be the PCU project manager or designee's responsibility to request this permit be provided when requesting these additional services. The Vendor, or subcontractor, if applicable, may not begin this additional work until valid permit is submitted and verified.

Request for these additional services will be authorized on case-by-case as Out-of-Scope work under Specifications, Item #14

- Q11: Can the County please provide a list and/or maps identifying all locations with existing irrigation systems, including the approximate number of irrigation zones at each location?

Please also clarify whether each system provides irrigation for turf areas, landscape/flower beds, or both.

- A11: Polk County Utilities (PCU) will provide information on existing irrigation systems when services are required. These services should be provided upon request, but are not required as regular services under this bid. As of now, PCU is not using any irrigation systems at our facilities for water conservation purposes. The only exception to this is the small area designated as a Florida Friendly™ site located at the Cherry Hill Direct Potable Reuse facility and it is not part of this bid.
- Q12: Can the County please provide a list and/or maps identifying all properties that require fertilizer applications, including the areas to be treated and required application frequency? Does the County have a specified or recommended fertilizer product, formulation, and application rate for these locations? Please also provide records of previous fertilizer applications, if available.
- A12: Fertilizer is used at select water production and/or wastewater treatment facilities and should be used on a quarterly basis, or more frequently if needed, as stated in Specifications, Item # 1.d. There is no specific fertilizer that must be used for this bid. The Vendor will need to provide the fertilizer information to the Utilities Project Manager for review and approval prior to use. Historical application records are not available.
- Q13: Please clarify whether services outside of routine landscape mowing and maintenance—including tree care, mulching, fertilizer application, soil aeration, grading/sloping, irrigation services, softscaping, sod installation, and other landscaping-related services as requested—will be treated as separate, additional work and priced on an individual work-order or unit-price basis, rather than being included in the regular landscape maintenance pricing.
- A13: Routine landscape maintenance covers mowing and standard grounds upkeep. Per Specifications Item #1.f., the vendor must trim tree branches under two (2) inches in diameter to maintain clear walkways and driveways. All other services listed are additional and will follow Specifications, Item #14 (Out-of-Scope Work) for authorization and pricing.
- Q14: Items such as mulching, fertilizer application, soil aeration, grading/sloping, irrigation repairs, sod installation, and new plant installation can vary significantly in scope, material requirements, and cost by location. Would the County consider establishing separate unit pricing or work-order pricing for these services, rather than requiring them to be included in the fixed pricing for routine mowing and landscape maintenance?
- A14: Mulching, soil aeration, grading/sloping, irrigation repairs, sod installation, and new plant installation should not be bundled in the routine “per cut” pricing. They will be authorized case-by-case as Out-of-Scope work under Specifications, Item #14. Irrigation repairs attributable to Vendor-caused damage are the Vendor’s responsibility at no cost to PCU. For all other irrigation repair services, refer to Modification #1 above.
- Q15: Please provide the previous bid tabulation and contract award information for these services, including the awarded contractor(s), original contract amount and pricing, any subsequent price increases or adjustments, contract amendments/addenda, and the total amount invoiced and/or paid to date. Please also provide information regarding any additional or out-of-scope work orders issued under the previous/current contract, including the scope and associated costs.

A15: The information requested can be found on the FTP site. See instructions on A1 to access the FTP site. This is being provided for informational purposes only and does not become a part of this bid.