

Mowing Solicitations  
Addendum 2  
Attachment 1: Questions & Answers

1.

Q: What are the specific reasons PennDOT prohibits using subcontractors for this work?

A: This is within PennDOT's discretion.

2.

Q: Are costs incurred by the contractor's utilization of Work Zone Traffic Control Traffic Shadow Vehicle incidental to the bid price for mowing?

A: No. There is a bid line item for contractors to use for these costs.

3.

Q: What is standard procedure for negotiating additional renewal terms to this single-year-contract term?

A: PennDOT reserves the option, at our sole discretion, to implement as many as 4 one-year renewals, as described in the Statement of Work. The payment rates may be increased 2% for each renewal term.

4.

Q: Can PennDOT provide a list of roads for each contract which identify roads requiring a shadow vehicle.

A: No.

5.

Q: Limited Access Mowing specifications "Unit of Measure" indicates Acres. Is this correct as it was mentioned in passing that the "Unit of Measure" is "lane miles"?

A: For Limited Access Mowing:

- the unit of measure on item 1 is cycles.
  - the unit of measure on item 2 is acres.
  - the unit of measure on item 3 is cycles.
- Any reference to lane miles is for reference only.

6.

Q: Is the Start Date and End Date for each mowing cycle the same for each county (simultaneous start or staggered)?

A: It is not the same; it varies by county; is as determined by the DRSS.

7.

Q: Are there any Traffic Control Requirements for Mowing Equipment?



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A: Yes. These are described in Publication 213, the various mowing Statements of Work (Page 6), and the attachments to the Statement of Work.

8.

Q: When performing Secondary Mowing it is a moving operation with adequate room for traffic to pass the majority of the time. When placing a shadow vehicle behind a tractor on a secondary road it becomes extremely difficult for traffic to pass both a Tractor and a Shadow Vehicle. Past contracts had signage used so that traffic flow would not be impeded and allow for safe passing of Tractor. Is a Shadow Vehicle now required to be directly behind the Tractor at all times?

A: Yes.

9.

Q: Please inform where we may obtain a description of Routes with numbers starting with the number 8 under limited access mowing contracts.

A: See Statement of Work Attachment F for Route # and Links.

10.

Q: For Montgomery County Limited Access Mowing how did the paid acreage per cycle decrease when acreage for Route 476 was added into each mowing cycle?

A: A review of areas mowed utilizing PennDOT Straight Line Diagrams indicated the acreage amount needed to be revised.

11.

Q: For mowing Contract of 202 Parkway the estimated quantity is 14. Does this mean PennDOT intends to mow 14 cycles per season depending upon the weather conditions?

A: PennDOT anticipates 14 cycles; the actual may be more or less depending on when the first cycle start date is, and rainfall for the season.

12.

Q: For trash pick-up under this contract (202 Parkway), is it the intent to pick-up all of the trash prior to mowing since this road has higher visibility and is not considered either secondary or limited access?

A: PennDOT will pay for trash removal within certain contracts such as 202 Parkway and Roosevelt Blvd., but the contractor will only pick up trash when authorized by the DRSS. Not all contracts have a pay item for trash removal. The contractor must read each contract to determine when trash removal is included or not.

13.

Q: Is the 'Summary Total' of units to be mowed indicated in Limited Access Mowing Specifications indicating acres? (e.g. Acres to be mowed?)



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A: Limited Access Mowing is paid by the cycle. The acres indicated in the Summary Total are for reference only and represent PennDOT's estimate of the acreage involved.

14.

Q: Are contractors able to rent Truck Mounted Attenuators as needed to shadow mowing vehicles?

A: Yes. Refer to the notes on Attachment C.

15.

Q: Is a shadow vehicle required on secondary roadway mowing if tractor is not impeding traffic and/or the white line?

A: See Statement of Work Page 6 Section F, 2.

16.

Q: What & where are the types of areas to be mowed that a shadow vehicle would not be required?

A: If a Tractor is not performing mowing its utilization of and travel on the roadway (shoulder and/or travel lane) is not considered 'encroachment'; a shadow vehicle/attenuator is not required as long as the 'non-working' equipment is following the rules of the road. Refer to the Statement of Work Pages 6-7, Section F.

17.

Q: If a roadway to be mowed has a speed limit under 40MPH is an attenuator needed on our shadow vehicle?

A: No. The Statements of Work for Mowing of Secondary Roads and Mowing of Miscellaneous Areas have been revised to reflect this.

18.

Q: When will bid results be available after the bid opening?

A: As soon as the apparent low bidder can be determined. If there is a delay succeeding bid due dates will be postponed.

19.

Q: Will there be supplemental trash pick-ups during the off-mowing months (November – March) on Roosevelt Boulevard and the 202 Parkway? If so, will the contractor perform these?

A: Yes, this may occur.

20.

Q: Where are GPS requirements specified?



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A: There are no GPS requirements since the mowing contracts are deliverable based.

21.

Q: If a vendor would win multiple contracts would a shadow or attenuator vehicle be required for each specific contract or could a vehicle be shared?

A: Yes, shadow and/or attenuator vehicles can be shared as long as it doesn't impact work performance and mowing scheduling under any awarded contract.

22.

Q: Under bid 6100032465 Miscellaneous Mowing Philadelphia items 3 & 6 are listed as per hour and per person. Why was this done? Do you anticipate a varying crew size?

A: We are ensuring/retaining flexibility to change crew size as needed as determined by PennDOT.

23.

Q: Do I (contractors) have to submit the required attachments electronically?

A: Yes, you must attach to your bid electronically all of the required attachments. If you have trouble attaching these documents please contact the Supplier Service Center for assistance by either:

- telephone at: (877) 435-7363  
- email at: [srmhelp@pa.gov](mailto:srmhelp@pa.gov)

24.

Q: Is Publication 213 available online?

A: Yes, and it can be found using the following link:

<http://www.dot.state.pa.us/Internet/Bureaus/pdBHSTE.nsf/infoBHSTEPublications?OpenForm>

25.

Q: On the "Invitations for Bid" for instance, would my "Bid Invitation Number" be the same as my "Solicitation Number", and would this be the same number I would use for each county I bid

A: The Bid Invitation Number is the same as the Solicitation Number. The Solicitation Number is unique to each solicitation. There are currently 16 different (unique) open mowing solicitations; each has its own unique solicitation number. The solicitation number is not the same number for each county. You would use the solicitation number/Bid Invitation Number which corresponds with the solicitation on which you are bidding.

26.

Q: Also, is any security required now for Limited Access Mowing?



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A: No.

27.

Q: I assume that “expiration date” of contract is not applicable?

A: That is correct. The initial validity period and the renewal terms are identified on the IFB documents.

28.

Q: One thing that really confuses me is at the bottom of page #1, (let's use Bucks County as an example), it says Item #2 Qty 26.000 acres when I have always used 410.82 acres from the spec sheets. Should I ignore all this and go on to page #2 and make entries there?

A: The unit of measure used for item 1 is cycles. The estimated amount of acreage per cycle is indicated on the Statement of Work Reference List, Attachment G.

The unit of measure used for item 2 is acres. This item is only for “mowing as directed” by PennDOT.

29.

Q: Please clarify the following: ITEM, QTY, (actual acreage?), UOM, UNIT PRICE, (my price per acre I assume), PER, and TOTAL LINE ITEM PRICE.

A: An ITEM is a specific requirement defined in the Statement of Work. Contractors must bid on every ITEM on the Invitation For Bid.

QTY is quantity. The QTY may reflect cycles or acres as defined in the Statement of Work. UOM is Unit of Measure. The UOM may be cycles or acres as defined in the Statement of Work.

UNIT PRICE is the contractors bid price per Unit Of Measure.

PER is a multiplier, it defaults to 1, and should not be adjusted on bids submitted for mowing services.

TOTAL LINE ITEM PRICE is the UNIT PRICE multiplied by the QTY.

Assistance with bid form completion can be obtained from the Supplier Service Center by telephone at (877) 435-7363.

30.

Q: Are the acreages still the same for Bucks (410.82), Montgomery (268.89), and Chester (297.00)?

A: The Reference Lists (Statement of Work, Attachment G) show the most up-to-date estimates.

31.

Q: After I fill these bids in correctly, do I have to scan my actual signature back to you and if so would it be to your e-mail address, or is there another procedure that I'm not aware of? If so, please explain.



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A: This is an electronic bid. No actual signature is required. By submitting your bid you are making a formal contractual commitment.

32.

Q: When the bids are opened on February 9<sup>th</sup>, I will be out of the country, but will have my laptop. Could you have the results e-mailed to me, or explain how to retrieve them,

A: Results will be posted on the Commonwealth of Pennsylvania's E-Marketplace website under the appropriate solicitation number.

33.

Q: If by chance I win one, what would be the time frame of the award and what would I have to do in the meantime?

A: Results will be posted as soon as the apparent low bidder can be determined. Refer to the Statement of Work and the IFB documentation for details regarding what actions need to be taken if your firm is the awardee.

34.

Q: What are the limitations on subcontracting? (if any?)

A: Subcontracting is not permitted.

35.

Q: Is bonding required? Or any form of bid security?

A: No.

36.

Q: Is there a "local vendor" preference?

A: No.

37.

Q: Is the pre-bid meeting mandatory?

A: No.

38.

Q: How will award be determined? (it is based on lowest responsible offer or or most advantageous?)

A: Award will be made to the lowest responsible and responsive bidder.



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39.

Q: Will the state consider planting native plants in these areas that are required for mowing?

A: Regarding planting native plants, PennDOT has a group of three researchers on contract at the Penn State University that have for the past 21 years been researching, studying test plots, and putting out research papers to help guide policy, standards, and maintenance specifications. Last year they began looking at a new seed mix that consists of entirely native meadow seeds; this effort is still in testing stage.

40.

Q: Will contractors be able to obtain bid results prior to the next bid opening?

A: Yes, the bids are staggered, which will allow contractors to review the results prior to the next bid opening. Results will be posted on the COPA E-Marketplace website under the solicitation.

41.

Q: Does contractor have to renew a contract for the renewals after the initial award if not in his or her best interest (can they decline renewal)\If yes, will it disqualify bidder from bidding this contract in the future?

A: No, PennDOT reserves the option, at our sole discretion, to implement as many as 4 one-year renewals, as described in the Statement of Work. The payment rates may be increased 2% for each renewal term.

If a contractor refuses to perform work contracted under a renewal the bidder may be blocked from future bids under the Commonwealth's Contractor Responsibility Program.

42.

Q: In reference to Bid # 6100032465: Mowing Miscellaneous Areas Philadelphia, Traffic Island Mowing. Item No. 3 has 8,424 hours of trash pickup. Why such a large quantity? Will these crews be used somewhere other than the traffic islands?

For example, if you use a 4 person crew, for 40 hours per week, you could pick up trash 52 weeks per year.

A: Crews may be requested to do trash pickup as summarized in the question above. The work will only be requested with the project area identified in the Scope of Work. Also refer to question 19.

43.

Q: I know that a similar question was asked about the Montgomery County limited access mowing, but I would like clarification on why the Roosevelt BLVD acreage has dropped from 115 acres to 87.85 acres?

A: The area to be mowed has not changed. However, a re-measuring of the entire area to be mowed indicates that the estimated acreage is 87.75.



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44.

Q: How long will the contractor have to complete the cycle (because 30 days is too long in our experience)?

A: This was an error. The statements of work for Roosevelt Blvd, 202 Parkway, and Mowing of Miscellaneous Areas only will be revised. The cycle requested for Roosevelt Blvd, & 202 Parkway will be every 15 days. The cycle requested for mowing of Miscellaneous Areas is every 21 days. See revised statement of work page 6.

45.

Q: The bid for Philadelphia and surrounding counties Mowing Services has bid items requesting per person pricing and equipment listing. However, in some bids there are actual numbers of employees needed and the types of equipment minimally needed. Can your offices state the minimum number of employees in bids that have per person price bid items and types of equipment required for each project that has an equipment sheet for vendors to list?

A: The only bid for mowing services that specifies a crew size is the Roosevelt Boulevard (6 person crew). This crew is for dedicated litter pickup and is paid by the crew hour. This work is typically done prior to each cycle of mowing at the direction of the Department. However, additional times of litter removal may be needed.

All other mowing contracts with line items for litter removal are for work as directed by the Department and are paid by the hour. Typically, this work is performed by the mowing crew prior to mowing operations if needed.

Regarding equipment type, the intent is to allow contractors flexibility by not defining specific requirements. If the equipment presented by the apparent low bidder at the Equipment inspection is not deemed by PennDOT to perform the type of work required, the Contractor will have 5 days to request a re-inspection of repaired or replaced equipment, or be deemed non-responsive.

46.

Q: Are previous Mowing Bid Tabulations available?

A: PennDOT has made significant changes in our current approach to mowing solicitations as compared to previous solicitations. The scope of work in the current solicitations are significantly different from all previous solicitations; therefore the results of previous bids will not provide an 'apple to apple' comparison to the currently advertised solicitations.

Previous Mowing Bid Tabulations are posted on the PennDOT District 6-0 website under Frequently Asked Questions. You can quickly access this data by using the following link:

[http://www.dot.state.pa.us/PennDOT/Districts/district6.nsf/D6Roadwork?OpenFrameSet&Frame=main&Src=%2FPennDOT%2FDistricts%2Fdistrict6.nsf%2FPrevious\\_Mowing\\_Bid\\_Tabulations%3FOpenPage%26AutoFramed](http://www.dot.state.pa.us/PennDOT/Districts/district6.nsf/D6Roadwork?OpenFrameSet&Frame=main&Src=%2FPennDOT%2FDistricts%2Fdistrict6.nsf%2FPrevious_Mowing_Bid_Tabulations%3FOpenPage%26AutoFramed)