



# pennsylvania

DEPARTMENT OF MILITARY  
AND VETERANS AFFAIRS

**Division of Procurement and Contracting**

Date: August 24, 2017

Subject: VA Memorial Cemetery Tree Replanting  
Solicitation/Bid Number: 6100043335  
Opening Date/Time: August 31, 2017 10:00 a.m.  
Flyer Number: 1

To All Suppliers:

The Commonwealth of Pennsylvania defines a "Flyer" as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

**Question:** How deep for the root ball? Per Standards: Exposed root flare above mulch?

Answer: Any excess soil should be removed from the top of the root ball to expose the main root system. Any twine or wire should be removed from around the root ball and base of the trunk as well. The height of the root ball should then be measured and that will dictate how deep the root ball should be planted. Once the root ball is placed in the planting hole, the top of the root ball should be even with the soil line when set in the planting hole and before being backfilled.

**Question:** What is the Warranty you want for the trees?

Answer: 2 years

**For electronic solicitation responses:**

- Attach this flyer to your solicitation response. Failure to do so may result in disqualification.
- To attach the Flyer, download the Flyer and save to your computer. Move to "My Notes", use the "Browse" button to find the document you just saved and press "Add" to up load the document.
- Review the Attributes section of your solicitation response to ensure you have responded, as required, to any questions relevant to flyers issued subsequent to the initial advertisement of this bid opportunity.

Except as clarified and amended by this Flyer, the terms, conditions, specifications, and instructions of the solicitation and any previous flyers, remain as originally written.

Very truly yours,

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Phone:  
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Contractor's Signature