



Department of Property & Procurement

Government of the United States Virgin Islands

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AMENDMENT ONE (1)

August 29, 2019

SUBJECT: IFB036DOEC19 (S)- Landscaping Services for Schools in the St. Croix District, USVI

INSERT: New Scope of Work and Bid Sheet

DELETE: Old Scope of Work and Bid Sheet

All other terms and conditions remain the same.

A copy of this amendment must be returned with your bid.

Scope of Work

Location of Work:

The services are limited to the following campuses.

1. ALEXANDER HENDERSON -CAMPUS
2. ST. CROIX CURRICULUM CENTER
3. CLAUDE O MARKOE
4. JUANITA GARDINE
5. LEW MUCKLE
6. PEARL B LARSEN
7. ST. CROIX CENTRAL HIGH
8. EDUCATIONAL COMPLEX & C-TECH
9. EVELYN WILLIAMS ELEMENTARY SCHOOL SITE
10. JOHN H. WOODSON JR. HIGH SCHOOL

Existing Conditions:

The hardscape of each campus is made up of paved parking lots, walkways, and landscaped areas. The landscaped areas are made up of various amounts of lawns, ornamental plants, hedges, shrubs, large trees, and undisturbed natural vegetation areas. The landscaped areas require periodical cutting, clearing, and cleaning to maintain a visually pleasing appearance. The areas of natural occurring vegetation weeds (guinea grass and wild tamarind) grow wild. These areas will require cleaning but at a different frequency of the areas between buildings and within student walking areas

All work shall be performed in accordance with VIDE's Landscaping Services Scope of Work.

1. Stump out guinea grass, remove weeds, weed eat low grass areas.
2. Shape all hedges and ornamental plants inside fence lines.
3. Trim large trees between buildings protruding into walking areas, and over roofs.
4. Prune branches that appears dying, dead, or rotten.
5. Clean vines from fences and any vegetation on buildings.
6. Remove all vegetation from property and blow clean paved areas.

Potential bidders will be required to submit itemized costs for particular areas of a campus.

1. **CONTRACTOR'S BID SHALL BE DISQUALIFIED IF ITEMIZED BID SHEET IS NOT FULLY COMPLETED WITH BOTH MONTHLY AND TOTAL ANNUAL COST**
2. **THE CONTRACTOR SHALL BE RESPONSIBLE FOR SUBMITTING A TOTAL LUMP SUM COST FOR THE PROJECT THAT INCLUDES ALL EQUIPMENT, MATERIAL AND LABOR FOR THE PROJECT.**
3. **PRICES BEEN SUBMITTED FOR WORK TO BE DONE SHALL INCLUDE THE CONTRACTOR'S OVERHEAD TAXES AND PROFIT ALONG WITH ALL COSTS FOR MATERIALS, EQUIPMENT AND MANPOWER NECESSARY TO**

FACILITATE PROPER, SAFE, AND TIMELY COMPLETION OF THE PROJECT.

4. UNIT PRICES SUBMITTED ON THE ITEMIZED BID SHEET SHALL BE UTILIZED FOR ANY CREDITS OR DEBITS TO THE PROJECT; WHICH, IF NECESSARY, SHALL BE ADDRESSED AS A CHANGE ORDER TO THE PROJECT.
5. ATTACHED ARE SITE PICTURES, OUTLINING AREAS WHERE LANDSCAPING SERVICES ARE REQUIRED.

Allowable Limits

Landscape areas shall be kept below the maximum allowable limits for the components of the campus. The limits for these components are as follows.

- Grass areas/ lawns shall be kept below 6" above grade
- Hedges / ornamentals shall be kept within 9" of its shape
- Small trees shall not block visibility or create hiding
- Larger trees shall not extend over roofs

It will be the responsibility of the successful contractor to visit the site on a routine basis, inspect the campus for growth and appearance. Once it has been determined that the grounds has exceeded the allowable limits, the successful contractor will request authorization to perform the necessary services. The DOE will issue written authorization to perform said services. These written authorizations shall accompany any invoice and the invoice shall match. The contract period will be for one year October 1, 2019-September 30, 2020 with one (1), one-year option to renew, following the schedule below:

October
November
January
February
March
April
May
June
August
September

Allowable time of Performance:

The vendor shall be committed to the following time constraints:
School Days: After 4:00 PM
Weekends: No restrictions
School Holidays: No restriction

ITEMIZED BID SHEET

Item No.	Item Description	Quantity Months (Q)	Monthly Cost (MC) Cost per Month	Total Annual Cost (Q x MC)
<u>01</u>	Alexander Henderson:	10		
<u>02</u>	Claude O Markoe	10		
<u>03</u>	Juanita Gardine	10		

<u>04</u>	Lew Muckle	10		
<u>05</u>	Pearl B Larsen	10		
<u>06</u>	St. Croix Central High	10		
<u>07</u>	St. Croix Educational Complex & CTEC	10		
<u>08</u>	Curriculum Center	10		
<u>09</u>	Evelyn Williams	10		
<u>10</u>	John H. Woodson Jr. High School	10		

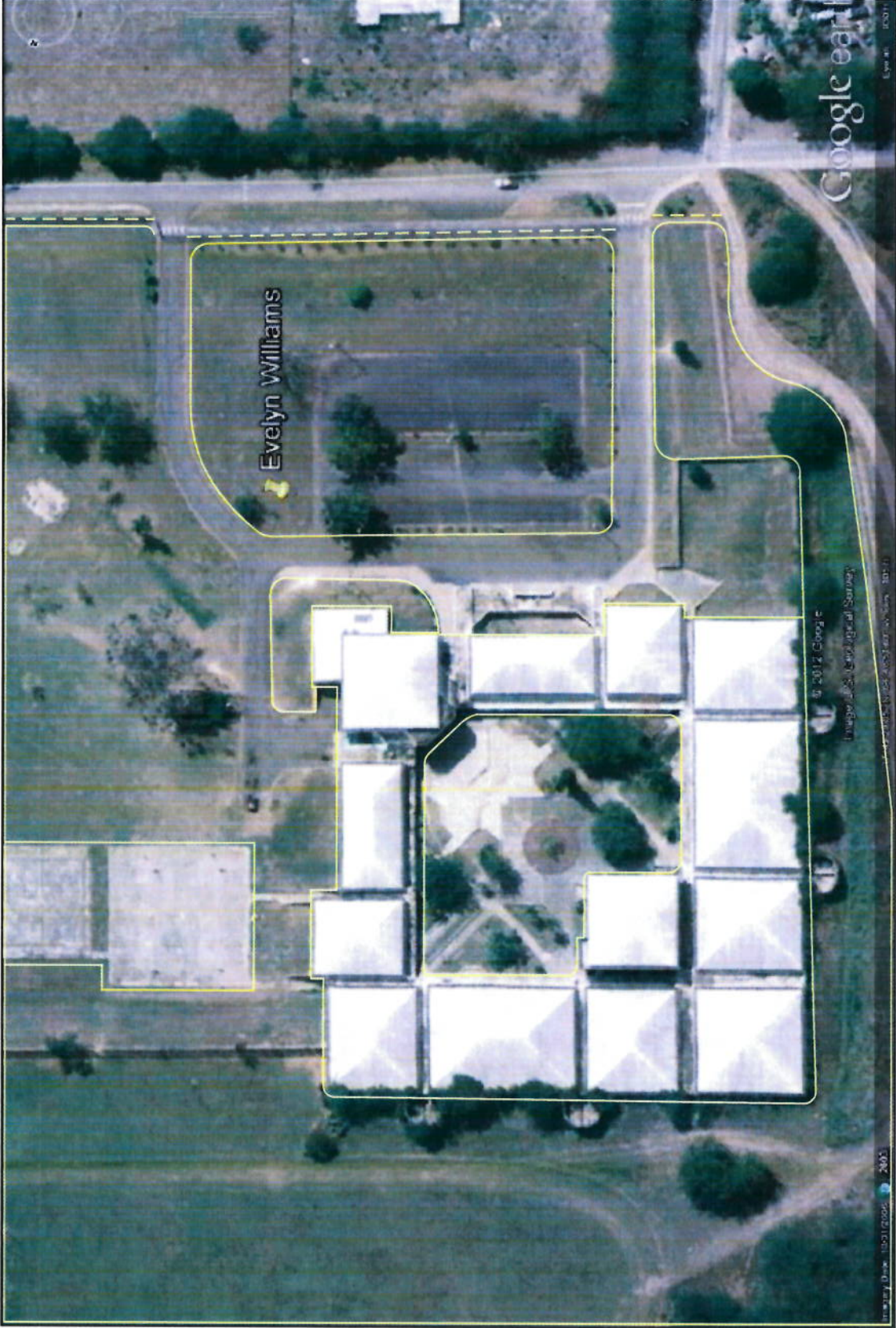
Company Name: _____

Authorized Signatory: _____

Date: _____

Telephone Number: _____

Email: _____



LEGEND

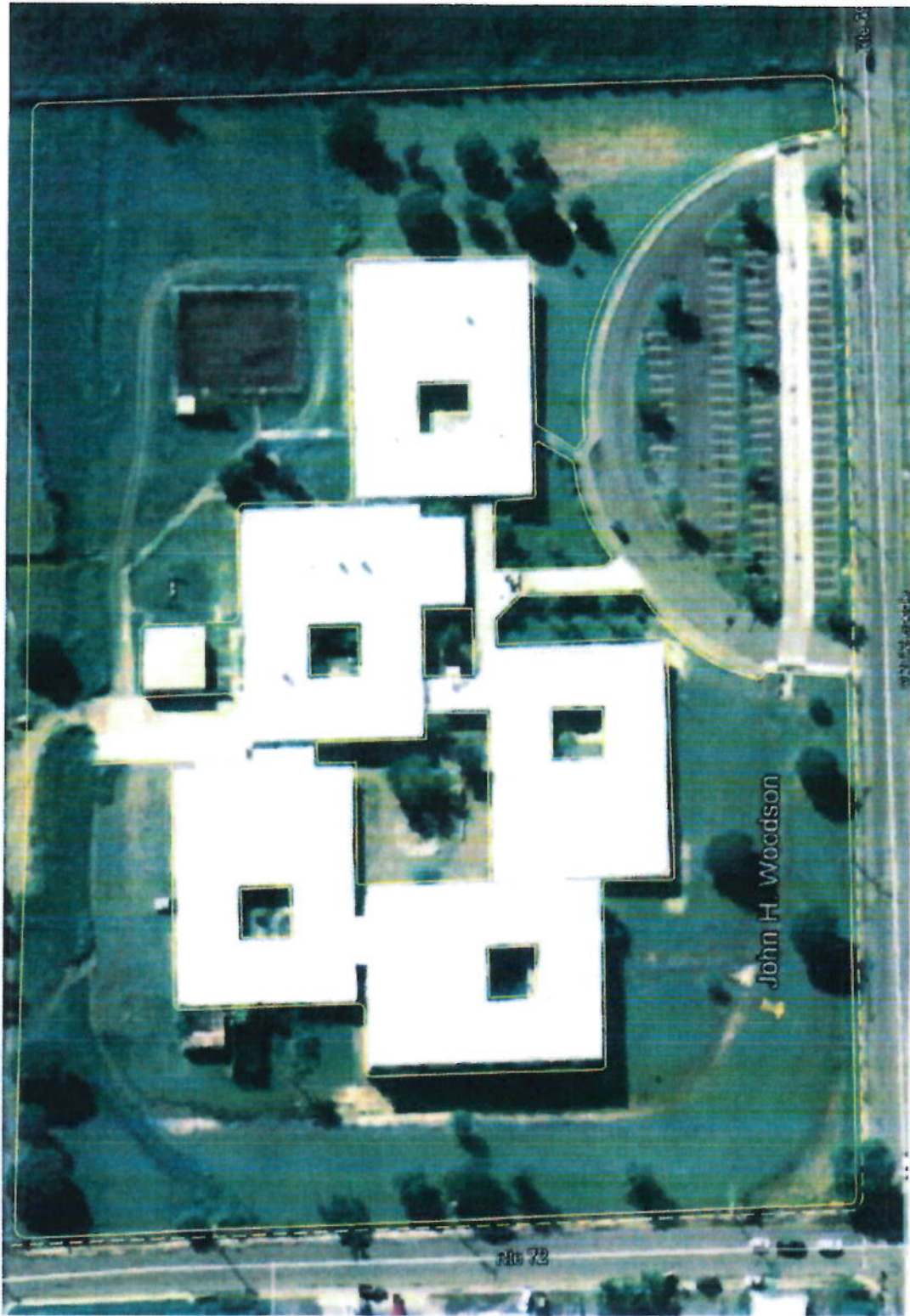
— TRIM GRASS TO 2" MAX. NAP

- - - TRIM OVERGROWN FENCE LINE

EVELYN WILLIAMS LANDSCAPING

CONTRACTOR: _____

DATE: _____



LEGEND

- TRIM GRASS TO 2' MAX NAP
- - - TRIM OVERGROWN FENCE LINE

JOHN H. WOODSON SCHOOL LANDSCAPING

CONTRACTOR: _____

DATE: _____