

ADDENDUM No. 2

RFP No. 2026-01

DDA AREA SERVICE & MAINTENANCE TEAM

The information contained herein shall take precedence over the original documents and all previous addenda (if any) and is appended thereto. **This Addendum includes 3 pages.**

The Proposer is to acknowledge receipt of this Addendum No. 2, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.

The following forms provided within the RFP Document should be included in submitted proposal:

- **Attachment A – General Declarations**
- **Attachment B – Legal Status of Bidder**
- **Attachment C – Prevailing Wage Declaration of Compliance**
- **Attachment D – Living Wage Declaration of Compliance**
- **Attachment F – Vendor Conflict of Interest Disclosure Form**
- **Attachment G – Non-Discrimination Declaration of Compliance**

Proposals that fail to provide these completed forms listed above upon proposal opening may be rejected as non-responsive and may not be considered for award.

I. QUESTIONS AND ANSWERS

The following Questions have been received by the DDA. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and DDA responses as they affect work or details in other areas not specifically referenced here.

Question 1: How early is the team able to start installing the holiday lights? What is the preferred timeline for that?

Answer 1: The holiday lights in the trees should be repaired and/or installed anytime throughout the year. Garland should start being installed on lamp posts the first week of November. Installation and/or repairs for both should be complete by November 15 for the holiday season. All Garland should be removed March 1 – 15.

Question 2: What's the total number of poles with garland and number of trees wrapped?

Answer 2: This year there were 354 poles wrapped with garland and lights installed on 68 small trees. Numbers for both will vary each year.

Question 3: How often are the banners changed out?

Answer 3: The Service Team will be responsible for changing out DDA purchased banners (this year there were 60 to reinstall) and occasionally removing old banners that have been abandoned by others. We anticipate a cleanup once a year.

Question 4: Are there brand guidelines we should use to recommend uniforms? Are there sub brands for the neighborhoods?

Answer 4: Not at this time. We'll develop these together

Question 5: The RFP for the AA DDA references irrigation system management. Could you please provide information regarding the number of irrigation zones to be managed?

Answer 5: Please refer to irrigation detail on page 3. In 2026 a system will be installed along Ann Street from Main to 5th Ave.

Question 6: Landscaping refers to "watering" services, but I didn't see information on what is to be watered. Should we assume that all planter beds managed by the DDA will require watering services? If so, what frequency is expected?

Answer 6: Yes, assume all the beds in the DDA amenity zone and in DDA Area Parks. Watering is expected as needed to keep plants flourishing. A detailed planting and watering plan will be created with the Service Provider in the context of the final budget.

Detail to Question 5:

